

HDFC Bank Recruitment 2023 – Freshers Jobs – File Clerk Posts

Hiring organization
HDFC Bank

Job Location

Mumbai, Maharashtra, India
Remote work from: India

Date posted
January 11, 2023

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Valid through
31.12.2025

Base Salary

Rs. 11,000 - Rs. 18,000

APPLY NOW

Qualifications

Graduate

Employment Type

Full-time

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Description

HDFC Bank Recruitment 2023

The File Clerk is responsible for organizing and maintaining physical files and electronic files, retrieving files as needed, and preparing files for scanning.

Jobs Near Me

Responsibilities:

- Organize and maintain physical files
- Organize and maintain electronic files
- Retrieve files as needed

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HDFC Bank Careers

Skills:

Ability to stay organized in a fast-paced environment

Important Links [Find the Link in Apply Now Button](#)

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