

## HDFC Bank Recruitment 2023 – Jobs Near Me – Assistant Clerk Post

**Hiring organization**  
HDFC Bank

### Job Location

Mumbai, Maharashtra, India  
Remote work from: India

### Date posted

February 10, 2023

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### Valid through

31.12.2025

### Base Salary

Rs. 11,000 - Rs. 17,000

APPLY NOW

### Qualifications

Graduate

### Employment Type

Full-time

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### Description

## HDFC Bank Recruitment 2023

The Assistant Clerk will provide clerical and administrative support to the Registry Manager.

### Jobs Near Me

#### Responsibilities:

- Prepare legal documents for filing with the court registry
- Maintain accurate and up-to-date files
- Data entry

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**HDFC Bank Careers**

#### Skills:

Strong computer skills, including experience with Microsoft Office Suite

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

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