



<https://jobtalent.jobcitylive.com/job/hdfc-bank-recruitment-2023-jobs-near-me-data-entry-posts/>

HDFC Bank Recruitment 2023 – Jobs Near Me – Data Entry Posts

Hiring organization
HDFC Bank

Job Location

India
Remote work from: India

Date posted
January 5, 2023

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Valid through
31.07.2023

Base Salary

Rs. 15,000 - Rs. 22,000

APPLY NOW

Qualifications

Graduate

Employment Type

Full-time

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Description

HDFC Bank Recruitment 2023

A Data Entry Operator is responsible for accurately transferring data from paper-based documents into digital files or other databases.

Jobs Near Me

They must be comfortable using a computer and must have a keen eye for detail in order to ensure accuracy and speed. Data entry operators are expected to follow standard protocols when entering data and to be able to work quickly and efficiently in order to meet deadlines. They must also be able to recognize and troubleshoot errors, and maintain confidentiality of sensitive information.

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HDFC Bank Careers

Other duties may include creating spreadsheets, updating records, and performing basic administrative tasks. A successful data entry operator should have excellent organizational, communication, and problem-solving skills.

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

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