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Jio Jobs 2023 – Freshers Jobs – Back Office Staff Post

Hiring organization
Jio

Job Location

Kolkata, West Bengal, India
Remote work from: India

Date posted
May 6, 2023

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Valid through
31.12.2025

Base Salary

Rs. 11,000 - Rs. 16,000

APPLY NOW

Qualifications

Graduate

Employment Type

Full-time

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Description

Jio Recruitment 2023

This position is responsible for providing support to the back office staff.

Jio Near Me

- Supporting back office staff
- Assisting with clerical duties
- Data entry
- Other tasks as assigned

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Jio Jobs For Freshers

Skills

- Previous experience in a clerical role is preferred

- Basic data entry skills required

Strong organizational skills

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

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