



<https://jobtalent.jobcitylive.com/job/myntra-recruitment-2023-back-office/>

Myntra Recruitment 2023 – Back Office

Job Location

Bengaluru, Karnataka, India
Remote work from: India

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Base Salary

Rs. 22,000 - Rs. 25,000

Qualifications

Graduate

Employment Type

Full-time

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Description

Myntra Recruitment 2023

Back Office Employees are responsible for providing administrative and operational support to companies and organizations.

Jobs Near Me

Typical job duties for Back Office Employees include data entry, processing customer orders and payments, managing databases, responding to customer inquiries, preparing and monitoring reports, and creating presentations. Additionally, Back Office Employees act as the liaison between departments and often have the responsibility of ensuring information is accurately gathered, analyzed, and reported.

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Myntra Careers

They must possess excellent communication and problem-solving skills, have a strong attention to detail, and have experience with computers and various software

Important Links

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Hiring organization

Myntra

Date posted

January 3, 2023

Valid through

31.12.2025

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