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Patanjali Careers 2023 – Patanjali Jobs – File Clerk Posts

Hiring organization
Patanjali

Job Location

Hyderabad, Telangana, India
Remote work from: India

Date posted
March 6, 2023

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Valid through
31.12.2025

Base Salary

Rs. 12,000 - Rs. 18,000

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Qualifications

12th, Graduate

Employment Type

Full-time

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Description

Patanjali Recruitment 2022

The File Clerk will maintain the organization and security of company files. They will keep track of new and old files, create and update file folders, and store files in an accessible and safe manner.

Jobs Near Me

Responsibilities:

- Maintain the organization and security of company files
- Keep track of new and old files
- Create and update file folders

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Patanjali Careers

Skills:

-Excellent communication skills

Previous experience with organizing and managing files.

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

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