

WORK VAPOR

Job Link: <https://workvapor.in/jobs/back-office-executive-work-from-home-%e2%82%b912000-%e2%82%b918000-month/>

HIRING ORGANIZATION

Talent Valley

EMPLOYMENT TYPE

Full-time, Part-time

JOB LOCATION

INDIA

? Remote work from: INDIA

BACK OFFICE EXECUTIVE (WORK FROM HOME) ?12,000 – ?18,000/MONTH

DESCRIPTION

? Talent Valley is Hiring!

? Contact: 09054808674

Position: Back Office Executive (Work From Home)

Location: PAN India

Salary: ?12,000 – ?18,000/month

Work Type: Full-Time | Remote

Job Description:

We are looking for motivated and sincere individuals to join our growing team. The role involves simple data entry, email handling, and report preparation. Training will be provided — freshers are welcome.

Requirements:

- Basic computer knowledge
- Good communication skills
- Minimum 12th Pass
- Must have a smartphone/laptop with internet access

Why Join Us?

- ? Flexible working hours
- ? Friendly work culture
- ? Weekly payouts available (in some roles)
- ? Growth opportunities

Interested candidates can **call or WhatsApp on 09054808674** to apply.