

# WORK VAPOR

Job Link: <https://workvapor.in/jobs/contract-rate-upload-executive-remotework-from-home-pes-hr-services-mumbai/>

## HIRING ORGANIZATION

PES Hr Services

## EMPLOYMENT TYPE

Full-time

## JOB LOCATION

Mumbai, INDIA

? Remote work from: INDIA

## DATE POSTED

? January 29, 2026

# CONTRACT RATE UPLOAD EXECUTIVE – REMOTE(WORK FROM HOME) PES HR SERVICES | MUMBAI

## DESCRIPTION

**Company:** PES Hr Services

**Position:** Contract Rate Upload Executive – Hotels

**Industry:** Back Office / Hotel Operations

**Location:** Work From Home (Hiring office: Mumbai – All Areas)

**Employment Type:** Full Time, Permanent

**Experience:** 0 – 2 Years (Min. 6 months required)

**Salary:** Not Disclosed

**Openings:** 10

**HR Contact:** +91 9137578948

**Email:** [pbaheti@peshr.com](mailto:pbaheti@peshr.com)

## Responsibilities

- Upload and maintain hotel contract rates
- Ensure accuracy of hotel pricing data
- Support hotel contracting & operations

## Eligibility & Skills

- Graduate in any discipline

- Working knowledge of MS Excel
- Experience with hotel extranets preferred

#### **Additional Information**

- Role Category: Back Office
- Department: Customer Success & Operations
- Suitable for hotel operations background

#### **How to Apply**

**Send your resume or contact on WhatsApp at +91 9137578948**