

WORK VAPOR

Job Link: <https://workvapor.in/jobs/data-entry-computer-operator-fresher-ms-excel-based-work-368954/>

HIRING ORGANIZATION

Shubhchintaq

EMPLOYMENT TYPE

Full-time

JOB LOCATION

India

DATE POSTED

? July 6, 2026

DATA ENTRY, COMPUTER OPERATOR FRESHER, MS EXCEL BASED WORK

BASE SALARY

INR 8000 - INR 16000

DESCRIPTION

Data Entry & Computer Operator Opportunity – Shubhchintaq

Contact Information

WhatsApp and call available for interview scheduling.

Contact person details are provided for shortlisted candidates.

+91 9838088855

Work Location & Setup

This is an in-person work opportunity.

Job location is Nautanwa, Uttar Pradesh.

Relocation is mandatory for selection.

Interview will be conducted at Lucknow head office in F2F mode.

About Company

Company has more than 20 years of experience in multiple industries.

Work includes banking, finance, pharma, FMCG, insurance and IT sectors.

Operations are managed across many branches in India.

Job Responsibilities

- Data entry work on company software
- Prepare reports using MS Excel
- Maintain office records properly
- Support branch office management tasks
- Ensure accuracy in all data entries

Required Skills & Eligibility

- Bachelor's degree is required
- Freshers can apply
- Basic knowledge of typing and data entry
- MS Excel and reporting skills preferred
- English language knowledge required

Interview Details

Interview will be conducted only in F2F mode.

Venue is Lucknow head office.

Timing is between 02:00 PM to 05:00 PM on working days.

Candidate must be ready for relocation and in-person interview.

Application Process

Interested candidates must contact for interview scheduling.

Only shortlisted candidates will be called.

Send details via WhatsApp or call before visiting.

Contact Information

For interview and application process contact below.

+91 9838088855