

WORK VAPOR

Job Link: <https://workvapor.in/jobs/data-entry-executive-india-digital-form-processing/>

HIRING ORGANIZATION

Digital Workforce Solutions

EMPLOYMENT TYPE

Full-time, Part-time

DATE POSTED

? September 2, 2026

JOB LOCATION

? Remote work from: India

DATA ENTRY EXECUTIVE, INDIA – DIGITAL FORM PROCESSING

BASE SALARY

INR 18000 - INR 30000

DESCRIPTION

Data Entry Executive

Digital Workforce Solutions is hiring Data Entry Executives for digital documentation and form processing projects. Freshers can apply. Both part-time and full-time options are available.

Salary: ₹18,000 to ₹30,000 per month

Work Type: Part-Time / Full-Time

Location: India

Experience: Freshers Can Apply

Contact: +91 9272827287

The work involves digital documentation and form processing. Candidates should have basic computer knowledge and accurate typing skills.

Key Responsibilities

- Enter data accurately into digital systems.
- Process forms and digital documents.
- Check entered information for accuracy.
- Maintain attention to detail during data entry.
- Complete assigned documentation tasks on time.
- Follow project instructions and work guidelines.
- Maintain accurate records as required.

Requirements

- Basic computer knowledge.
- Accurate typing skills.
- Good attention to detail.
- Ability to follow instructions.
- Responsible and disciplined approach.
- Freshers can apply.
- Training and guidance will be provided.

Interested candidates can contact HR for more information or email their details at

aniketyadav.ay77@gmail.com.

Contact: +91 9272827287