

# WORK VAPOR

Job Link: <https://workvapor.in/jobs/data-entry-level-executive-part-time-work-from-home/>

## DATA ENTRY-LEVEL EXECUTIVE (PART-TIME, WORK FROM HOME)

### JOB LOCATION

Bokaro Steel City, Jharkhand, India

### DESCRIPTION

**Company:** Pick Bright HR Solution

**Location:** Bokaro Steel City, Jharkhand (Remote Work Available)

**Job Type:** Part-Time / Full-Time

**Experience:** Fresher / Entry-Level

**Education:** No Degree Required

### Job Description:

We are looking for a **detail-oriented and efficient Data Entry Typist** to join our team on a part-time basis. This is a great opportunity for freshers and individuals looking for flexible work-from-home options.

### Responsibilities:

- Accurately enter and update data in company databases.
- Ensure timely submission of assigned work.
- Follow guidelines provided during online training.
- Maintain data confidentiality and accuracy.

### Requirements:

- Good typing speed and attention to detail.
- Basic knowledge of computers and data entry.
- Ability to work independently with minimal supervision.
- Access to a **smartphone, laptop, or any device** for work.

### HIRING ORGANIZATION

Confidential

### EMPLOYMENT TYPE

Full-time, Part-time

### BASE SALARY

INR 16,500 - INR 26,000

### DATE POSTED

? March 21, 2025

### VALID THROUGH

2026-07-20

### APPLY NOW

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## Job Highlights:

? Work-from-home opportunity (available across India)

? 5-day work week

? Online training and demo work provided

? Flexible working hours

? **Apply Now on LinkedIn!**

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