WORK VAPOR

Job Link: https://workvapor.in/jobs/data-entry-typist-job-in-ahmedabad-gujarat-teamlease/

DATA ENTRY TYPIST

HIRING ORGANIZATION

Teamlease

EMPLOYMENT TYPE

Full-time, Part-time

JOB LOCATION

Ahmedabad, NIL, Ahmedabad, Gujarat, India

BASE SALARY

INR 12,000 - INR 16,000

DESCRIPTION

Looking for a dynamic and enthusiastic individual to join our team as a Data Entry Typist. As a fresher, you will have the opportunity to learn new skills, gain valuable work experience and contribute to a positive work environment. You will be given full training of this work. Also, ideal candidates must be eager to learn, have strong communication skills, and be able to work independently as well as collaboratively.Skills:Satisfactory completion of a skills alignment exercise.Advanced proficiency in mainstream word processors.Detail-oriented, with the capacity to detect grammar, spelling, and punctuation errorsExcellent communication skills.Excellent organizational and multitasking abilities.Ability to meet tight deadlines.Excellent at independent and group work.