

WORK VAPOR

Job Link: <https://workvapor.in/jobs/excel-updating-and-pdf-to-word-typing-%e2%82%b915000-to-%e2%82%b928000-month-6261/>

HIRING ORGANIZATION

InfoDigit Solutions Pvt. Ltd.

EMPLOYMENT TYPE

Full-time, Part-time

JOB LOCATION

INDIA

? Remote work from: INDIA

EXCEL UPDATING AND PDF TO WORD TYPING – ₹15,000 TO ₹28,000/MONTH

DESCRIPTION

Company Name: MaxPro Data Services
Job Role: Remote Data Entry Executive
Job Type: Work from Home
Salary Range: ₹15,000 – ₹28,000 per month
Location: India (Remote)
Contact Number: +91 98045 37922

? Job Description:

MaxPro Data Services is hiring 19 individuals for online data entry work, including document conversion, Excel file updating, and content typing. No field visits or voice calls required.

? Responsibilities:

- Enter and update Excel sheets with given data
- Convert scanned PDFs into editable Word files
- Maintain file formats and follow naming instructions
- Submit completed tasks daily or weekly

? Requirements:

- Minimum 12th pass
- Familiarity with Word and Excel
- Computer/laptop with stable internet

- Ability to follow simple instructions

? Benefits:

- 100% remote work
- Fixed pay per assignment
- No sales or calling involved
- Simple, stress-free task flow

? Apply Now:

Call or WhatsApp: **+91 98045 37922**