

WORK VAPOR

Job Link: <https://workvapor.in/jobs/fresher-hiring-back-office-non-voice-hybrid-manning-consulting-gurugram/>

HIRING ORGANIZATION

Manning Consulting

EMPLOYMENT TYPE

Full-time, Part-time

JOB LOCATION

Gurugram, INDIA

? Remote work from: INDIA

DATE POSTED

? January 18, 2026

FRESHER HIRING – BACK OFFICE, NON VOICE, HYBRID | MANNING CONSULTING | GURUGRAM

BASE SALARY

INR 50000 - INR 300000

DESCRIPTION

Company: Manning Consulting

Position: Back Office / Backend Data Operations (Fresher)

Industry: BPM / BPO

Location: Gurugram, Noida, Delhi NCR (Hybrid – Office + Work from Home)

Employment Type: Full Time, Permanent

Salary: ₹50,000 – ₹3 Lacs P.A.

HR Contact: WhatsApp – 9153205059

Key Responsibilities

- Data entry and backend operational tasks
- Handle non-voice back office processes
- Maintain accuracy in data and records
- Support internal teams in daily operations

Eligibility & Skills

- Any Graduate (Non-B.Tech / Non-B.E only)
- Experience: Freshers / up to 6 months only
- Age limit: Up to 27 years

- Basic computer knowledge
- Willingness to work in hybrid model

Additional Information / Benefits

- Corporate work environment
- Hybrid working flexibility
- Exposure to global captive operations
- Immediate joiners preferred

How to Apply

Send your resume or contact on WhatsApp at 9153205059