WORK VAPOR

Job Link: https://workvapor.in/jobs/id-95475274-english-typist-job-in-ujjain-madhya-pradesh/

ENGLISH TYPIST

HIRING ORGANIZATION

Angeel Oak Speciality Chemtech Pvt. Ltd.

JOB LOCATION

Ujjain, NIL, Ujjain, Madhya Pradesh, India

EMPLOYMENT TYPE

Full-time, Part-time

BASE SALARY

INR 12,000 - INR 20,000

DESCRIPTION

Company Description

Angeel Oak Speciality Chemtech Pvt. Ltd. located in Ujjain.

Role Description

This is a temporary on-site role as an English Typist at Angeel Oak Speciality Chemtech Pvt. Ltd. located in Ujjain. The role involves day-to-day tasks related to typing and data entry.

Qualifications

- Proficient in English typing
- Attention to detail and accuracy in data entry
- Basic computer skills
- Graduation is must