

WORK VAPOR

Job Link:

<https://workvapor.in/jobs/online-excel-work-document-formatting-7-vacancies-%e2%82%b918000-to-%e2%82%b934000-month-6181/>

HIRING ORGANIZATION

Zenith Data Solutions Pvt. Ltd.

EMPLOYMENT TYPE

Full-time, Part-time

JOB LOCATION

? Remote work from: INDIA

ONLINE EXCEL WORK, DOCUMENT FORMATTING (7 VACANCIES) – ₹18,000 TO ₹34,000/MONTH

DESCRIPTION

Company Name: Zenith Data Solutions Pvt. Ltd.
Job Role: Excel & Document Formatting Executive
Job Type: Remote / Part-Time or Full-Time
Salary Range: ₹18,000 – ₹34,000 per month
Location: Openings Across India
Contact Number: +91 98967 30214

? Job Description:

Zenith Data Solutions is recruiting 90+ candidates for easy Excel formatting and document editing roles. Work is fully remote and beginner-friendly. Ideal for anyone with basic computer knowledge and willingness to work.

? Responsibilities:

- Format and clean Excel data
- Apply headers, borders, font styling to documents
- Copy-paste content into templates
- Submit daily output via cloud drive/email

? Requirements:

- Minimum education: 12th Pass
- Familiar with MS Word and Excel (basic level)
- Access to a PC or laptop
- Basic understanding of document layouts
- Self-disciplined and detail-oriented

? Benefits:

- Weekly or monthly payments
- Training and templates provided
- Flexible schedule (2-6 hours/day)
- No investment or hidden fees
- Work-from-home with zero pressure

? Apply Now:

Call or WhatsApp: **+91 98967 30214**