

WORK VAPOR

Job Link: <https://workvapor.in/jobs/operations-executive-back-office-role-%e2%82%b912-5k-%e2%82%b914-5k-per-month-miracle-services/>

HIRING ORGANIZATION

Miracle Services

EMPLOYMENT TYPE

Full-time, Part-time

JOB LOCATION

INDIA

? Remote work from: INDIA

DATE POSTED

? February 28, 2026

OPERATIONS EXECUTIVE, BACK OFFICE ROLE, ?12.5K–?14.5K PER MONTH | MIRACLE SERVICES

BASE SALARY

INR 12500 - INR 14500

DESCRIPTION

Company: Miracle Services

Position: Operations Executive

Industry: Recruitment / Staffing

Location: Remote

Employment Type: Full Time, Permanent

Salary: ?1.5–?1.75 LPA (Approx. ?12.5K–?14.5K per month)

Openings: 2

Contact Us: +91 8427103306

Miracle Services urgently needs an Operations Executive for back office work from home. Fresh graduates who want to start their career in operations can apply.

Role Overview

- Manage back office and backend operations
- Maintain accurate records and documentation
- Support daily operational workflow

- Coordinate with internal teams when required

Candidate Requirements

- Any Graduate can apply
- Experience: Fresher to 1 year
- Basic computer and operations knowledge
- Male candidates preferred
- Good communication and coordination skills

Additional Information

- Permanent work from home role
- Telephonic selection process
- Immediate joiners preferred

How to Apply

Interested candidates can call or WhatsApp at +91 8427103306