

WORK VAPOR

Job Link: <https://workvapor.in/jobs/work-from-home-document-typing-pdf-conversion/>

HIRING ORGANIZATION

Confidential

EMPLOYMENT TYPE

Full-time, Part-time

JOB LOCATION

INDIA

? Remote work from: India

WORK FROM HOME – DOCUMENT TYPING & PDF CONVERSION

DESCRIPTION

Company Name: DocuXpress Data Services

Job Role: Typist & PDF to Word Conversion Executive

Job Type: Remote – Full-Time / Part-Time

Salary Range: ?12,000 – ?24,000 per month

Location: Work from Home (Available Across India)

Contact Number: +91 93113 80276

? Job Description:

DocuXpress is looking for individuals to assist with document typing and conversion work. Your job will be to retype scanned PDFs into editable Word files. This is simple offline work with no calling, sales, or pressure.

? Responsibilities:

- Convert image/PDF text into Word format
- Maintain formatting as per instructions
- Ensure accuracy and timely submission
- Complete assigned daily quota

? Eligibility:

- Minimum 10th/12th pass
- Must have basic typing and MS Word skills
- Laptop or desktop with internet

- Self-motivated and detail-oriented

? Perks:

- Flexible timing
- No targets, no registration charges
- Weekly payments
- Perfect for students, homemakers, and retirees

? Apply Now:

Call or WhatsApp: **+91 93113 80276**