



<https://jobable.govhelp.in/job/flipkart-jobs-for-freshers-find-a-job-data-entry-job-vacancy/>

## Flipkart Jobs For Freshers – Find a Job – Data Entry Job Vacancy

**Hiring organization**  
Flipkart

### Job Location

India  
Remote work from: IND

**Date posted**  
January 29, 2024

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**Valid through**  
31.08.2024

**Base Salary**  
USD 11 - USD 20

APPLY NOW

**Qualifications**  
Graduate, 12th

**Employment Type**  
Full-time

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### Description

## Flipkart Jobs For Freshers

As a Data Entry Specialist at Flipkart, you'll play a crucial role in maintaining the accuracy and integrity of our vast product information, customer details, and order records. You'll be responsible for meticulously inputting and updating data across various systems, ensuring smooth operations and a seamless shopping experience for millions of customers.

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## Flipkart Jobs Near Me

### Responsibilities:

- **Data Entry:** Accurately input and update product information (descriptions, specifications, images), customer details (names, addresses, contact information), and order records (billing details, shipping addresses, payment methods) into designated systems.
- **Data Verification:** Meticulously proofread and cross-check all entered data for accuracy and consistency, identifying and correcting any errors or discrepancies.
- **Data Maintenance:** Regularly update existing data to reflect changes in product information, customer details, or order status, ensuring data remains current and reliable.
- **Adherence to Standards:** Follow established data entry protocols and quality standards to maintain data integrity and consistency across all

systems.

- **Meeting Deadlines:** Work efficiently and meet assigned deadlines to ensure timely data processing and support smooth business operations.

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### **Flipkart Careers**

#### **Skills:**

- Strong typing skills with excellent accuracy and speed.
- Keen attention to detail and ability to identify and correct errors promptly.
- Proficient in using computers and various software applications, including data entry tools and spreadsheets.
- Excellent organizational skills and the ability to prioritize tasks effectively.
- Strong communication skills, both written and verbal.
- Ability to work independently and as part of a team.

#### **Tags:**

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