



<https://jobable.govhelp.in/job/tcs-career-work-from-home-jobs-data-entry-posts/>

## TCS Career – Work From Home Jobs – Data Entry Posts

### Job Location

India

Remote work from: IN; US; AU; NZ; HK; JP; KZ; MY; SG; TW; TH; UZ; VN; AT; BY; BE; DK; FR; DE; GR; NL; RU; ES; CH; UK; GB; DZ; KW; MA; QA; SA; MX; AE; CA; GT; DO

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### Base Salary

USD 17 - USD 26

### Qualifications

Graduate, Post Graduate

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### Employment Type

Full-time, Work From Home

### Description

## TCS Career

### Be a Part of Something Big: Data Entry Specialist at TCS!

#### About TCS

Have you ever wondered how companies keep track of all their information? That's where TCS comes in! Tata Consultancy Services (TCS) is a leading global IT company that helps businesses run smoothly using technology. As a Data Entry Specialist at TCS, you'll play a vital role in this exciting world.

#### The Position: Data Entry Specialist

This is your chance to join a friendly and supportive team where you'll be responsible for entering information into computer systems. Imagine all the data companies use, like customer details, product information, or even survey answers – you'll be the one making sure it's all organized and accurate!

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#### What You'll Do (Key Responsibilities):

- Typing information from paper forms or other sources into computers.
- Checking your work carefully to make sure there are no mistakes

### Hiring organization

Tata Consultancy Services

### Date posted

April 12, 2024

### Valid through

31.12.2024

APPLY NOW

(proofreading).

- Keeping track of your progress and meeting deadlines.
- Following clear instructions and asking questions if you're unsure.

#### **What We're Looking For (Skills and Qualifications):**

- Strong typing skills (at least 40 words per minute).
- A keen eye for detail – you'll be a data detective!
- Good computer skills – you'll be using our company software.
- The ability to follow instructions and work independently.
- A positive attitude and willingness to learn.

#### **Welcome Aboard, Fresher or Experienced!**

Whether you're new to the workforce or have some experience, we welcome you to apply! We provide excellent training to get you up to speed on our systems and processes.

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#### **If You Want to Get Notifications about Various Jobs, Join our Telegram Channel Now and Get notified Daily about the Latest Jobs**



#### **Why Join TCS? It's More Than Just a Job!**

- **Make a Difference:** Your work helps businesses run smoothly and efficiently.
- **Learn and Grow:** We offer training programs to help you develop your skills.
- **Great Work Environment:** We believe in a positive and supportive work atmosphere.
- **Competitive Benefits:** We offer competitive salaries, health insurance, and other benefits.

#### **How to Apply:**

Visit the TCS careers website <https://www.tcs.com/careers> and search for "Data Entry Specialist" positions. We look forward to hearing from you!

#### **Ready to Make Your Mark?**

Join our team and be a part of something big! As a Data Entry Specialist at TCS, you'll play a key role in helping businesses thrive. You'll have the opportunity to develop valuable skills, work in a supportive environment, and enjoy a great benefits package.

## General Overview: Duties and Responsibilities

As a Data Entry Specialist, your day-to-day tasks will involve:

- Receiving data from various sources (paper forms, digital files, etc.)
- Entering the data accurately into our company software.
- Verifying the entered data for any errors (typos, missing information).
- Following established procedures to ensure data quality and consistency.
- Meeting deadlines and maintaining a good work pace.
- Communicating any issues or questions to your team leader promptly.

We believe in a collaborative work environment, so you'll be encouraged to ask questions and learn from your colleagues. There's always something new to discover in the world of data entry!

**Join TCS and start your exciting journey today!**

**If You Want to Get Notification about Various Jobs, Join our WhatsApp Channel Now and Get notified Daily about Latest Jobs**



**Important Links**

**Find the Link in [Apply Now](#) Button**

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