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Axis Bank Recruitment 2023 – Freshers Jobs – Payroll Clerk Post

Hiring organization
Axis Bank

Job Location

India
Remote work from: India

Date posted
October 12, 2023

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Valid through
31.12.2023

Base Salary

USD 34,000 - USD 23,000

APPLY NOW

Qualifications

12th, Graduation

Employment Type

Full-time

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Description

Axis Bank Recruitment 2023

Axis Bank is seeking a highly motivated and detail-oriented Payroll Clerk to join our team. The ideal candidate will have a strong understanding of payroll principles and practices, as well as experience in processing payroll for a large organization. In this role, you will be responsible for processing payroll for Axis Bank employees, including calculating wages, deductions, and taxes; issuing paychecks; and maintaining payroll records.

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Axis Bank Careers

Responsibilities

- Calculate wages, deductions, and taxes for Axis Bank employees
- Issue paychecks to Axis Bank employees
- Maintain payroll records
- Prepare payroll reports
- Stay up-to-date on the latest payroll laws and regulations

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Axis Bank Jobs Near Me

Skills

- Strong understanding of payroll principles and practices
- Experience in processing payroll for a large organization
- Excellent math and analytical skills
- Ability to work independently and as part of a team

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

Proficiency in Microsoft Office Suite and payroll software

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