

Deloitte Recruitment 2024 - Job Vacancy - Information Officer Post

Hiring organization
Deloitte

Job Location

India
Remote work from: IND

Date posted
January 10, 2024

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Valid through
31.08.2024

Base Salary

USD 19,100 - USD 26,600

APPLY NOW

Qualifications

Graduate

Employment Type

Full-time

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Description

Deloitte Recruitment 2024

Deloitte, a global leader in consulting, auditing, tax, and advisory services, is seeking dynamic individuals to join our team as Information Officers. Committed to making an impact that matters, Deloitte provides an enriching and collaborative work environment for fresh talent looking to contribute to transformative projects.

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Deloitte Jobs Near Me

Responsibilities:

- Assist in the management and organization of data, ensuring accuracy and completeness.
- Collaborate with teams to collect, process, and maintain information.
- Contribute to the implementation and adherence to information security policies.
- Participate in training programs to stay updated on cybersecurity best practices.
- Prepare reports and documentation for internal and external stakeholders.
- Assist in the creation and maintenance of information repositories.

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Deloitte Careers

Skills:

- Meticulous attention to detail in managing and organizing information.
- Ability to identify and rectify discrepancies.

- Effective communication skills for collaboration with team members.
- Clear and concise reporting and documentation abilities.
- Proficient in basic office software (Microsoft Office, Google Workspace).
- Willingness to learn and adapt to new technologies and information

Important Links

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

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