



<https://jobroll.govhelp.in/job/flipkart-recruitment-2023-all-india-job-payroll-clerk-post/>

Flipkart Recruitment 2023 – All India Job – Payroll Clerk Post

Hiring organization
Flipkart

Job Location

India
Remote work from: IND

Date posted
August 7, 2023

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Valid through
31.12.2023

Base Salary

USD 16,000 - USD 18,000

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Qualifications

Graduate

Employment Type

Full-time

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Description

Flipkart Recruitment 2023

The Payroll Clerk is responsible for the timely and accurate processing of payroll for all Flipkart employees. This includes entering time and attendance data, calculating wages and deductions, and issuing paychecks. The Payroll Clerk also provides customer service to employees and managers regarding payroll-related issues.

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Flipkart Careers

Responsibilities:

- Enter time and attendance data into the payroll system.
- Calculate wages and deductions for all employees.
- Issue paychecks to employees.
- Respond to employee and manager inquiries regarding payroll-related issues.
- Research and resolve payroll problems.
- Maintain payroll records and reports.
- Stay up-to-date on payroll regulations and legislation.

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Flipkart Jobs Near Me

Skills:

- Strong attention to detail and accuracy.
- Excellent customer service skills.
- Proficient in Microsoft Excel and other office productivity software.
- Knowledge of payroll regulations and legislation.
- Ability to work independently and as part of a team.

Qualifications:

- Bachelor's degree in accounting, finance, or a related field.
- 1-2 years of experience in payroll processing.
- Excellent communication and interpersonal skills.
- Ability to work under pressure and meet deadlines.

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

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