



<https://jobroll.govhelp.in/job/hdfc-bank-recruitment-2023-jobs-for-freshers-receivable-clerk-post/>

## HDFC Bank Recruitment 2023 – Jobs For Freshers – Receivable Clerk Post

**Hiring organization**  
HDFC Bank

### Job Location

India  
Remote work from: India

**Date posted**  
September 8, 2023

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**Valid through**  
31.12.2023

### Base Salary

USD 15,000 - USD 22,000

APPLY NOW

### Qualifications

Graduate

### Employment Type

Full-time

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### Description

## HDFC Bank Recruitment 2023

The Receivable Clerk is responsible for maintaining records of customer receivables and ensuring that payments are received on time. This includes tasks such as entering invoices into the system, tracking payments, and resolving any discrepancies.

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### HDFC Bank Careers

#### Responsibilities:

- Enter invoices into the system
- Track payments
- Resolve discrepancies
- Prepare reports on receivables
- Assist with other accounts receivable tasks as needed

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### HDFC Bank Jobs Near Me

#### Skills:

- Strong organizational skills
- Attention to detail
- Ability to work independently and as part of a team

Proficient in Microsoft Office Suite

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

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