

ICICI Bank Recruitment 2024 – Job Card – Data Entry Executive Post

Hiring organization
ICICI Bank

Job Location

India
Remote work from: IND

Date posted
January 12, 2024

(adsbygoogle = window.adsbygoogle || []).push({});

Valid through
31.08.2024

Base Salary

USD 11,500 - USD 18,500

APPLY NOW

Qualifications

Graduate, 12th

Employment Type

Full-time

(adsbygoogle = window.adsbygoogle || []).push({});

Description

ICICI Bank Recruitment 2024

Join ICICI Bank, a leading financial institution committed to empowering individuals and businesses through innovative banking solutions. As a Data Entry Executive, you will play a crucial role in maintaining the accuracy and efficiency of our data processing systems, contributing to the seamless functioning of one of India's premier banking organizations.

(adsbygoogle = window.adsbygoogle || []).push({});

ICICI Bank Jobs Near Me

Responsibilities:

- **Accurate Data Entry:**
 - Execute precise and timely data entry tasks to ensure the integrity and reliability of information within the bank's databases.
 - Collaborate with various departments to gather and input financial, customer, and operational data accurately.
- **Quality Control:**
 - Conduct regular reviews of data inputs and outputs to identify and rectify discrepancies, ensuring data consistency and compliance with established standards.
 - Collaborate with team members to implement quality control measures, contributing to the overall improvement of data management processes.
- **Documentation and Reporting:**
 - Maintain comprehensive and organized documentation of data entry activities, adhering to the bank's record-keeping policies.

(adsbygoogle = window.adsbygoogle || []).push({});

Infosys Careers

Skills:

- **Attention to Detail:**
 - Meticulous attention to detail is essential to maintain accuracy in data entry and ensure the integrity of the bank's information.
- **Time Management:**
 - Demonstrate strong organizational skills and the ability to manage time effectively to meet tight deadlines and prioritize tasks appropriately.
- **Communication Skills:**
 - Possess clear and concise communication skills to collaborate with team members and other departments, fostering a cohesive and efficient working environment.

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

```
(adsbygoogle = window.adsbygoogle || []).push({});
```

```
(adsbygoogle = window.adsbygoogle || []).push({});
```