



<https://jobroll.govhelp.in/job/indigo-recruitment-2023-all-india-jobs-data-entry-executive-post/>

## Indigo Recruitment 2023 – All India Jobs – Data Entry Executive Post

**Hiring organization**  
Indigo

### Job Location

India  
Remote work from: IND

**Date posted**  
August 25, 2023

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**Valid through**  
31.12.2023

### Base Salary

USD 15,000 - USD 17,000

APPLY NOW

### Qualifications

Graduate

### Employment Type

Full-time

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### Description

## Indigo Recruitment 2023

Indigo Airlines is looking for a Data Entry Executive to join our team. The ideal candidate will have a strong attention to detail and be able to work independently and as part of a team. The Data Entry Executive will be responsible for entering data into our computer systems, verifying the accuracy of the data, and resolving any errors.

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### Indigo Jobs Near Me

### Responsibilities:

- Enter data into computer systems
- Verify the accuracy of data
- Resolve any errors
- Compile and sort data
- Prepare reports
- Communicate with other departments

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### Indigo Careers

### Skills

- Strong attention to detail
- Excellent typing skills
- Proficient in Microsoft Office Suite
- Ability to work independently and as part of a team
- Ability to meet deadlines

#### **Qualifications**

- High school diploma or equivalent
- 1-2 years of experience in data entry
- Excellent typing skills

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

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