



<https://jobroll.govhelp.in/job/wipro-recruitment-2023-jobs-near-me-shipping-and-receiving-staff-posts/>

## Wipro Recruitment 2023 – Jobs Near Me – Shipping and Receiving Staff Posts

**Hiring organization**  
Wipro

### Job Location

India  
Remote work from: India

**Date posted**  
August 8, 2023

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**Valid through**  
31.12.2023

### Base Salary

USD 16,000 - USD 22,000

APPLY NOW

### Qualifications

Graduate

### Employment Type

Full-time

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### Description

#### Wipro Recruitment 2023

The Shipping and Receiving Staff is responsible for the receipt, processing, and shipping of goods and materials for Wipro. This position requires a high level of accuracy and attention to detail, as well as the ability to work independently and as part of a team.

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#### Wipro Jobs Near Me

#### Responsibilities:

- Receive and inspect incoming goods and materials.
- Process paperwork for incoming and outgoing shipments.
- Compile and maintain inventory records.
- Pack and ship goods and materials.
- Maintain a clean and organized shipping and receiving area.
- Communicate with customers and vendors regarding shipping and receiving issues.

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#### Wipro Careers

- **Skills:**
  - Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)
  - Strong attention to detail

- Ability to work independently and as part of a team
- Ability to lift and move heavy objects
- Ability to work in a fast-paced environment

**Qualifications:**

- High school diploma or equivalent
- 1-2 years of experience in a shipping and receiving role
- Valid driver's license

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

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