



<https://govhelp.in/job/data-entry-patanjali-careers-2023-in-chennai-edapalayam/>

## Data Entry – Patanjali Careers 2023 In Chennai, Edapalayam

### Job Location

Edapalayam, 600003, Chennai, Tamil Nadu, India

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

### Base Salary

USD. 10,500 - USD. 16,000

### Qualifications

12th, Graduate.

### Employment Type

Full-time

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

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

### Description

## Patanjali Careers 2023

Job Title: Data Entry Operator

Company: Patanjali

Location: Chennai, Edapalayam

Job Description:

Patanjali, a leading FMCG company focused on natural and ayurvedic products, is seeking detail-oriented and efficient individuals to join our team as Data Entry Operators. As a Data Entry Operator at Patanjali, you will be responsible for accurately entering and updating various types of data into our systems. This role plays a vital part in maintaining accurate and organized data, ensuring smooth operations across various departments. This is an excellent opportunity to contribute to the success of Patanjali and be part of a renowned brand in the FMCG industry.

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

Patanjali Jobs Near Me

### Responsibilities:

1. Data Entry and Verification: Enter and update various types of data, including customer information, sales transactions, inventory records, and

### Hiring organization

Patanjali

### Date posted

June 2, 2023

### Valid through

31.12.2023

APPLY NOW

other relevant data, into our systems accurately and efficiently. Verify the accuracy and completeness of the entered data to maintain data integrity.

2. **Data Maintenance and Organization:** Organize and maintain databases, files, and records to ensure easy retrieval and access to information. Regularly update and cleanse the data to eliminate duplicate or outdated entries. Follow established data entry standards and processes to ensure consistency and quality.
3. **Timely Reporting:** Generate reports based on the entered data, highlighting key metrics and trends as required by different departments. Assist in analyzing data to identify patterns, discrepancies, or areas for improvement. Provide regular updates on data-related activities and progress to the team or management.

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

Patanjali Work From Home Jobs

### Qualifications:

- Strong attention to detail and accuracy in data entry and verification.
- Proficient typing and data entry skills, with a focus on speed and efficiency.
- Good knowledge of MS Office tools, particularly Excel, for data entry and manipulation.
- Basic computer literacy and familiarity with data management systems or tools.
- Ability to maintain confidentiality and handle sensitive information with professionalism.
- Excellent organizational skills to manage and maintain large volumes of data.
- Good communication skills to collaborate with team members and seek clarifications when needed.
- Ability to work independently, prioritize tasks, and meet deadlines in a fast-paced environment.

### Important Links

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

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

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