



<https://jobsfy.in/job/office-manager-jobs-recruitment-zomato-jobs-for-freshers/>

## Office Manager – Jobs Recruitment – Zomato Jobs For Freshers

### Job Location

India  
Remote work from: India

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### Base Salary

Rs. 15,900 - Rs. 23,200

### Qualifications

10th Class and Driving License (Light & Heavy motor vehicle)

### Employment Type

Full-time

### Description

## Unlock Your Potential with Zomato

Start your career journey with Zomato, where passion meets innovation. We're on the lookout for individuals with a zeal for data entry to join our Positive team as a Office Manager.

**Innovative Workspace:** Cover yourself in a creative and innovative work environment.

**Career Growth:** Grow with us – we're dedicated to Supportive talent and providing Sufficient opportunities for professional development.

**Collaborative Team:** Join a vibrant team that values collaboration and mutual support.

**Position:** Office Manager

**Location:** All India

**Openings:** Multiple

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### Eligibility Criteria:

**Minimum Age:** 18 years

**Welcoming both Freshers and Experienced candidates**

**Qualification:** Educational background relevant to data entry tasks

**Experience:** Whether you're a seasoned pro or a fresh talent, take the opportunity

**Skills:** Highlight your skill in data entry, paying close attention to detail.

**Knowledge:** Basic computer skills and familiarity with data entry software

**Salary:** Your potential determines your compensation – details to be discussed post-interview

**Selection Process:** Advance your career with our thorough interview process.

### Hiring organization

Zomato

### Date posted

February 3, 2024

### Valid through

31.08.2024

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APPLY NOW

**How to Apply:** Begin your journey by submitting applications online. Share your story through a detailed resume and a compelling cover letter.

**Application Medium:** Online platform

**Last Date for Application:** Take swift action to seize your opportunity in this exciting opportunity.