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Myntra Recruitment 2023 – Work From Home Jobs – Back Office Staff Post

Hiring organization
Myntra

Job Location

India
Remote work from: India

Date posted
January 18, 2023

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Valid through
31.12.2025

Base Salary

Rs. 15,000 - Rs. 27,000

APPLY NOW

Qualifications

Graduate.

Employment Type

Full-time

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Description

Myntra Recruitment 2023

The Back Office Staff is responsible for the daily back office operations of the business.

Myntra Jobs Near Me

Requirements:

- Proven experience as a back office staff member
- Knowledge of accounting and bookkeeping procedures
- Strong analytical skills
- High school diploma or equivalent
- Strong organizational skills
- Good communication skills

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Myntra Jobs For Freshers

The ideal candidate for this role has excellent organizational skills and is able to

multitask effectively. They must be able to work well under pressure and be able to meet deadlines.

Responsibilities:

- Answer phones and manage schedules
- Process orders and keep the office running smoothly
- Managing the company's inventory

Overseeing the company's logistics

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

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