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## U S V Ltd Recruitment 2023 – Apply Online – Human Resources Post

**Hiring organization**  
U S V Ltd

### Job Location

India  
Remote work from: India

**Date posted**  
January 25, 2023

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**Valid through**  
31.12.2025

### Base Salary

Rs. 20,000 - Rs. 35,000

APPLY NOW

### Qualifications

12th Passed/Graduate

### Employment Type

Full-time

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### Description

## U S V Ltd Recruitment 2023

The HR assistant must be able to work independently and have strong interpersonal skills.

U S V Ltd Jobs Near Me

### Qualifications:

- High school diploma or equivalent
- At least one year of experience in human resources or a related field
- Familiarity with HR software and databases

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U S V Ltd Jobs For Freshers

The human resources (HR) assistant reports to the human resources director and is responsible for providing support to the department.

### Responsibilities:

- Conduct recruiting and onboarding activities, including posting jobs, screening resumes, conducting interviews, and processing new hires

U S V Ltd

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-Maintain employee records, including creating files, updating contact information, and tracking changes in status -Administer employee benefits, including enrolling employees in plans and processing payments

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

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