



<https://jobsareahub.com/jobs/part-time-work-from-home-jobs-in-zomato-all-india-jobs-back-office-staff/>

## Urgent Hiring in Swiggy For Freshers – Job Vacancy Near Me – Market Researcher

**Hiring organization**  
Zomato

### Job Location

India  
Remote work from: IND

**Date posted**  
January 16, 2024

**Valid through**  
31.08.2024

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**Base Salary**  
USD 13 - USD 21

APPLY NOW

**Qualifications**  
Graduate, 12th Pass

**Employment Type**  
Full-time, Part-time, Work From Home

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### Description

## Part Time/ Work From Home Jobs in Zomato

As a Back Office Staff member (Part-Time/Work From Home) at Zomato, you'll play a crucial role in supporting our efficient operations by handling various administrative tasks. You'll be a vital part of our team, contributing to a seamless and positive experience for both customers and restaurants.

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### Zomato Careers

#### Responsibilities:

- **Data Entry and Management:** Accurately input and maintain data in various systems, ensuring data integrity and consistency.
- **Document Processing:** Manage and process documents effectively, including invoices, receipts, and other relevant paperwork.
- **Customer Support:** Provide basic customer support through phone or email, addressing inquiries and resolving issues within established guidelines.

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## Zomato Jobs Near Me

### Skills:

- Strong analytical and problem-solving skills.
- Excellent attention to detail and accuracy.
- Proficient in MS Office Suite (Word, Excel, PowerPoint).
- Effective communication and interpersonal skills.
- Ability to work independently and manage multiple tasks simultaneously.

### Tags:

zomato,zomato videos,zomato ipo,sahiba zomato,zomato ceo,zomato share price,zomato share,ceo of zomato,zomato delivery boy,zomato vs swiggy,zomato share news,zomato news,zomato gold,zomato india,zomato share news today,zomato podcast,summa semma zomato,zomato beerbiceps,ok tested vs zomato,zomato share target,#zomato #,zomato ads,zomato share analysis,zomato song,zomato food,zomato share latest news,zomato share price today,zomato stock

### Important Links

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

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