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ROLE: DATA ENTRY ASSOCIATE

Location- Hyderabad

No. of opening: 5

Yeshoda Rose Bazaar Retail PVT LTD

Hoovu - A Fresh Take on Traditional Flowers! A Techstars backed company, Hoovu Fresh is an online and offline flower retail service offering puja flowers at home delivery through our partner's platforms. We are looking to expand our offerings via the following channels: B2B, Local Markets, Modern Trade and temples.

Responsibilities and Duties:

- Maintains database by entering new and updated customer and account information.
- Prepares source data for computer entry by compiling and sorting information.
- Establishes entry priorities.
- Accuracy and attention to detail
- Maintains operations by following policies and procedures and reporting needed changes.

Basic Qualifications and skills:

- Graduate/ Fresher is fine
- Strong understanding of Microsoft Excel or Google sheets.
- Knowledge of word processors, like Microsoft Word.

Media: <https://www.entrepreneur.com/en-in/news-and-trends/hoovu-fresh-raises-inr-645-crore-in-pre-series-a-funding/440481>

<https://www.thebetterindia.com/285264/sisters-subscription-based-puja-flower-delivery-at-home-startup-earn-crores/>

<https://yourstory.com/herstory/2022/04/sisters-rhea-yeshoda-karuturi-hoovu-fresh-pooja-flowers-recycling>

www.hoovufresh.com

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