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Walmart Data Entry Work From Home (Entry Level/No Experience Required)

Hiring organization
Walmart

Job Location

United States
Remote work from: USA

Date posted
October 15, 2024

Base Salary

USD 40 - USD 50

Valid through
31.05.2025

Employment Type

Full-time, Part-time

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Description

Walmart is seeking dedicated and detail-oriented individuals to join our team as Data Entry Work From Home associates. This entry-level position requires no prior experience and offers the opportunity to work remotely, providing a flexible and convenient work environment. As a Data Entry associate, you will be responsible for accurately entering and updating data into our systems, ensuring the integrity and accuracy of our information.

Key Responsibilities

- * Accurately input data from various sources into Walmart database systems
- * Verify and cross-check data to ensure accuracy and completeness
- * Update and maintain existing data records as needed
- * Perform data quality checks to identify and correct errors
- * Collaborate with team members and supervisors to ensure data integrity
- * Handle confidential information with discretion and maintain data security
- * Meet daily and weekly productivity targets
- * Assist with other administrative tasks as required
- Required Skills and Qualifications
- * High school diploma or equivalent
- * Strong attention to detail and accuracy
- * Basic computer skills, including proficiency with Microsoft Office (Excel, Word)
- * Good typing speed and accuracy
- * Ability to work independently and manage time effectively
- * Strong organizational skills
- * Good communication skills, both written and verbal
- * Ability to follow instructions and procedures
- Experience
- * No prior experience required
- * Training will be provided to all new hires
- Working Hours
- * Flexible working hours
- * Full-time and part-time positions available
- * Ability to set your own schedule within designated hours
- Knowledge Skills and Abilities
- * Understanding of basic data entry principles
- * Ability to handle repetitive tasks with consistent accuracy
- * Familiarity with data confidentiality and security practices
- * Willingness to learn and adapt to new tools and technologies

- * Ability to work in a remote team environment
- Benefits
- * Competitive salary
- * Flexible work-from-home opportunities
- * Comprehensive training program
- * Health, dental, and vision insurance options
- * Employee discount on Walmart products
- * Opportunities for career advancement
- * Paid time off and holiday pay
- Why Join Walmart?
- * Join one of the world largest and most recognized companies
- * Be part of a diverse and inclusive work environment
- * Enjoy the flexibility and convenience of working from home
- * Gain valuable experience and skills in data entry and administration
- * Access to a wide range of employee benefits and perks
- * Opportunities for professional growth and development
- How to Apply