

Syed Mateen
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Karachi, Pakistan
+92 3312158380
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Data Entry Specialist

Summary:

Highly organised and detail-oriented Data Entry Specialist with a strong passion for accuracy and efficiency. Proficient in entering and managing data, conducting quality checks, and ensuring data integrity. Excellent typing speed and data entry skills with a keen eye for error detection and correction. Committed to maintaining confidentiality and delivering exceptional results. Seeking a challenging position as a Data Entry Specialist to utilise my skills in effectively managing data and contributing to organisational success.

Skill:

- Typing Speed
- Data Management
- Quality Control
- Time Management
- Communication
- Problem Solving
- Microsoft Soft Sulte
- Work Experience:

Data Entry Specialist
Syed Mateen,Karachi,Sindh