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Aetna work At Home Careers – Data Entry Remote Jobs (Part-Time)

APPLY FOR THIS JOB

Industry

Private

Hiring organization

By Aetna work At Home Careers

Employment Type

Part-time

Date posted

May 12, 2024

Base Salary

\$ 22 - \$ 44

Valid through

20.06.2024

Working Hours

6.5

Job Location

Remote work from: USA

Description

Are you seeking a flexible work opportunity that allows you to contribute remotely? Aetna is currently hiring individuals for part-time Data Entry Remote positions. As a key member of our team, you will play a crucial role in maintaining accurate and organized databases, ensuring smooth operations within our organization.

Key Responsibilities:

- * Accurately input and update data into our systems
- * Conduct regular quality checks to ensure data integrity
- * Collaborate with cross-functional teams to address data-related queries
- * Maintain confidentiality and security of sensitive information
- * Meet established deadlines and productivity targets
- Required Skills:
- * Proven experience in data entry roles
- * Exceptional attention to detail and accuracy
- * Strong organizational and time management skills
- * Proficient in using data entry software and tools
- * Excellent communication and collaboration abilities
- * Self-motivated and able to work independently
- How to Apply:

If you are passionate about data accuracy and enjoy working in a remote environment, we invite you to apply for this exciting opportunity. Please submit your resume, along with a cover letter highlighting your relevant experience, to us.

Benefits:

- * Competitive compensation
- * Flexible work hours
- * Opportunities for professional development
- * Joining a dynamic and inclusive work culture
- Aetna is an equal opportunity employer and values diversity in our workforce. We

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encourage individuals from all backgrounds to apply.

Join Aetna remote team and contribute to our mission of building a healthier world. Your attention to detail and dedication to data accuracy will play a vital role in shaping the future of healthcare. Apply today