

WORK FROM HOME & PART TIME

INTERNET RESEARCHER & DATA ENTRY (FEMALE)

- + RESEARCH IN THE INTERNET FOR SPECIFIC REQUIRMENT
- + GATHERING, COLLATING, AND PREPARING DOCUMENTS, MATERIALS, AND INFORMATION FOR DATA ENTRY.
- + PROFICIENCY IN DATA CAPTURING AND OFFICE MANAGEMENT SOFTWARE SUCH AS MS OFFICE AND GOOGLE SUITE
- + EXCELLENT COMMUNICATION SKILLS IN BOTH WRITTEN AND SPOKEN ENGLISH.
- + EXCELLENT KNOWLEDGE OF CORRECT SPELLING, GRAMMAR, AND PUNCTUATION.
- + EXCELLENT TYPING SPEED AND ACCURACY.

If you see yourself suitable for the above position,
please apply to
careers@cookieslabs.com

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