

With a heritage spanning over a 130 years, Anverally & Sons (Pvt) Ltd is in the forefront of the Tea Export Industry with a global presence in over 90 countries and growing. We empower individuals who are dynamic and innovative with a passion for excellence in keeping with our continuous operational expansion the following vacancy exists.

## DATA ENTRY OPERATOR

### KEY RESPONSIBILITIES :

- To support tea department in all function of tea data entry
- Generating reports as per the management requirement
- Assist tea buyers in tea grading on the tab
- Any data related functions required from time to time

### CANDIDATE PROFILE :

- Minimum 1-2 years' experience in the capacity of data entry operator (relevant experience in tea industry would be an added advantage)
- Computer literate in all Microsoft Office applications
- Experience in SAP would be an added advantage
- Candidates preferably in the age range of 25 to 35 years

Please mention the position you are applying for when submitting the above.

The above position offers a competitive remuneration and benefits package base on experience and qualifications.

Applicant may forward their CV accompanied with a recent photo, contact details of two non-related referees on or before 07<sup>th</sup> March 2024 to [careers@anverally.com](mailto:careers@anverally.com)



Senior Manager - Human Resources  
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