WE'RE HIRING!

Data Encoder

About SVI

Software Ventures International (SVI) is one of the premier global companies in the field of IT consulting and business solutions development. Now on its 38th year of operation, SVI continues to help local and foreign clients with its business process reengineering and digital transformation solutions.

Responsibilities

- Encode data from the document images based on the keying instructions.
- Verify the correctness of the captured data.
- Must be able to meet the required minimum output and accuracy targets.
- Perform other tasks that may be assigned from time to time.

Qualifications

- Candidate must possess at least two (2) years of College Education in any field or Senior High School Diploma.
- Related experience in data encoding is an advantage.
- Must have the ability to concentrate for lengthy periods and perform accurately with adequate speed.
- Must have proficient typing skills.

SVI

APPLY NOW

Send your resume
sochoa@sviisca.com

Get in touch!
#0919-067-1827