

JANUUS

DATA ENTRY INTERNSHIP

Jump into the game with a crew that's all about innovation, growth, and making real impacts! 🚀 If you're on the hunt for an internship that's more than just coffee runs and endless photocopying, you've hit the jackpot with us.

Here, you'll collaborate with a team that values fresh ideas, bold creativity, and a can-do attitude. We're on a mission to shake things up and we believe that new perspectives – like yours – are the secret sauce to our success. ✨

Get ready to dive deep into projects that matter, where your work doesn't just stay on the drawing board – it comes to life, influencing and inspiring the community around us. You'll be part of a dynamic ecosystem, where learning from each other is part of the daily routine, and your contributions have the power to spark change.

So, if you're eager to leave your mark, develop your skills, and be part of a team that's pushing the boundaries of what's possible, let's make it happen. Together, we'll explore new horizons, support your professional journey, and have a blast along the way. Welcome to the squad – let's create, innovate, and inspire. 🌟👏

Who you are:

- Pursuing a degree in Journalism/ Marketing or other similar majors
- Passionate for organization and a structured work environment
- Have experience with Excel, Word, and Search Engines
- Have strong communication and interpersonal skills
- Able to work independently and provide updates to team
- Bilingual (would be nice to have)

Here you will:

- Accurate data entry with meticulous attention to detail, while following all instructions, both written and verbal
- Compile and ensure the accuracy of data
- Conduct research to gather data