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## Pepsico Careers Part-Time Remote Data Entry Roles Jobs – Apply Now

### Job Location

United States  
Remote work from: USA

### Employment Type

Part-time

### Base Salary

USD 30 - USD 40

### Description

Description

PepsiCo is a global leader in the food and beverage industry, known for our iconic brands such as Pepsi, Mountain Dew, Gatorade, Tropicana, and Lay's. We are committed to creating a diverse and inclusive work environment, where all employees can thrive and contribute to our vision of winning with purpose.

**Job Description:** We are currently seeking motivated and detail-oriented individuals to join our team as Part-Time Remote Data Entry Associates. In this role, you will support various departments by accurately entering data into our systems, ensuring accuracy, and maintaining organized records. This position is ideal for individuals looking for flexible, part-time work from the comfort of their homes.

### Key Responsibilities:

- Enter, update, and maintain data into various internal systems and databases.
- Ensure all data entered is accurate and consistent with company standards.
- Review data for errors and discrepancies, correcting as needed.
- Communicate with other teams to clarify data and resolve issues.
- Maintain confidentiality of sensitive information.
- Perform general administrative tasks, including data verification and filing.

### Requirements:

- High school diploma or equivalent.
- Previous experience in data entry or administrative roles is a plus.
- Strong attention to detail and ability to work independently.
- Comfortable using computers, including basic knowledge of Microsoft Office (Excel, Word).
- Excellent written and verbal communication skills.
- Must have a reliable internet connection and a quiet, distraction-free home office environment.
- Ability to manage time effectively and meet deadlines.

### Preferred Qualifications:

### Hiring organization

Remote Data Entry

### Working Hours

7

### Date posted

April 2, 2026

### Valid through

31.01.2027

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- Experience with data entry software or customer relationship management (CRM) systems.
- Basic knowledge of spreadsheet management.
- Previous remote work experience is a plus.

**Benefits:**

- Competitive hourly wage.
- Flexible part-time hours that fit around your schedule.
- Opportunity to work remotely from anywhere in the U.S.
- Access to PepsiCo's wellness programs and employee discounts.

**How to Apply:** Interested candidates should submit their resume along with a brief cover letter outlining their experience and interest in the role.

**Qualifications**

- High school diploma or equivalent (Bachelor's degree preferred).
- Previous experience in customer service, preferably in the travel or airline industry.
- Strong verbal and written communication skills.
- Proficiency in using computers, including familiarity with CRM systems and Microsoft Office.
- Ability to multitask and work in a fast-paced environment.
- Strong problem-solving skills and a customer-first mindset.
- Reliable internet connection and a quiet workspace free from distractions.