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EA to the Chairman/Female Jobs In Dubai 2023 | EnrollME

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EA to the Chairman/Female Jobs In Dubai 2023 | EnrollME

Description

We are urgently hiring an EA/PA to the chairman for our manufacturing client in DIP, Dubai. Please note that, you should be currently working in the capacity of EA/PA to the C level executives at the moment (We will not be considering any office manager/ admin assistant /etc kind of candidates for this role).

Requirements

Languages : Should be Fluent in English + Hindi (fluent/native speaker)

Gender: Female candidates, should be willing to work in DIP.

Salary: AED 6000-8000/+ other benefits as per the UAE law.

How to apply?: If you are meeting the above mentioned criteria, email your resume in confidence to jobs@enrollmeuae.com (sub:EA to the chairman/ Hindi speaking)

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