

## Receptionist

Apply Now

Company: Captain Homes Real Estate

Location: Dubai

Category: healthcare-practitioners-and-technical

Captain Homes Real Estate (Alliance by Emaar) looking for an experienced **presentable** receptionist **LADY, Tagalog speaker**, to join our family immediately.

### Responsibilities:

Managing reception area

Clerical duties

Making calls and answering calls

Preparing real estate forms

Assisting CEO

**We provide** Competitive package (Salary + visa + bonuses)

Join our friendly family now!

Apply Now

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