



# DIRECTOR'S ASSISTANT

Do you have experience as Director's Assistant? If you would love to work in an important food area? If your passion is to manage several tasks related to Purchase Department, this is your offer.

## Benefits

- If one of your main strength is your English, you must know that you will improve your knowledge because you will use it with some clients.
- You Will enjoy all the weekends because you Will work from Monday to Friday, Saturday and Sunday can devote whatever you want.
- The localization of the company is near to the beach so you can enjoy beautiful landscapes.

## Requirements

- B2 English Certificate.
- Experience similar positions.
- Great knowledge Office (Word, Excel, Power Point and Outlook).

**ADECCO LORCA**  
**968478866**

## Opportunities

- Every month you Will have a fixed wage so you could schedule your expenses without thinking the wage that you will get.
- You will participate in every tasks in the Department.

Si te interesa esta oferta infórmate en la recepción o consulta la oferta en [Adecco.es](http://Adecco.es) con referencia N° Autorización Administrativa 79/0002/94

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