

Personal Assistant to EntrepreneurInvestor (Oahu, Island Wide)






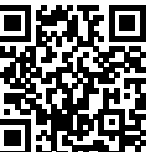

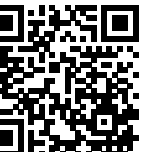




Location **Hawaii**
<https://www.genclassifieds.com/x-571460-z>

Looking for a personal assistant to an individual with various businesses in several fields.

- Tasks would include but are not limited to:
- making/taking phone calls on behalf of the individual
 - doing various types of research
 - running various errands
 - meeting with clients when the individual is not available

- Ideal applicant would have/be:
- positive attitude
 - 18-30 years of age +
 - Female
 - organized
 - reliable
 - ambitious
 - fast learning
 - some assistant/research work related experience (not required but desired)

Start at part time for 1 month with strong possibility of full time position being offered after trial period ends

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