



## Vacancy summary

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# International company is looking for English speaking Assistant

GE01197485

Tbilisi

**Gender :** Woman

**Education :** Bac + 4, Master

**Experience :** no experience

**Availability :** Full Time

**Salary :** 500GEL

## Vacancy details

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We are pleased to hire highly motivated person with good knowledge of English language, who has abilities to work and grow in international company.

Main Requirements:

- \* Female, Age: 20- 30
- \* High Education ;
- \* Good computer and negotiation skills;
- \* Excellent knowledge of English language; Other language is an advantage
- \* Graphic design skills (privileged)

Personal Requirements:

- \* Highly Self-motivated;
- \* Detail Oriented;
- \* Analytical skills;
- \* Strong negotiation skills;
- \* Creative and open-minded;

We offer:

- \* Salary - 500 gel
- \* Comfortable and friendly working environment

Monday - Saturday 10:00- 18:00

- \* Location: Tbilisi
- \* Payment: 500 GEL

If you feel, that you have the required skills feel free to send your CV (English Language) to

E-Mail address: [teo@hilgroups.com](mailto:teo@hilgroups.com)

Mob.: 595010440

## Contacts

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**mobile:** (+995) 595 01 04 40