

Personal Assistant needed



Location **Virginia**
<https://www.genclassifieds.com/x-283743-z>

I am a very busy man and I am in need of a personal assistant to handle some of my business and run errands. I need someone who is TRUSTWORTHY, professional, and able to execute tasks given in a timely manner.

- Requirements
- Interpersonal skills and confidence
 - Good organizational skills
 - Good communication skills
 - Ability to

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