

## **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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