

# Senior Office Support Assistant (Bowling Green)

Location **Missouri**  
<https://www.genclassifieds.com/x-447767-z>



We are seeking an individual for a TEMPORARY office assistant position paying \$8.00an hour. This will last approximately 6 1/2 months and you must be able to pass a background check.

Monday-Friday 8:00am-5:00pm

Candidates must be qualified in the following skills:

Data Entry  
Customer Service  
Scanning of documents  
Filing  
Proofreading

"M/F Disabled and Vet EEO/AA"



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