

## **Personal Assistant Role (Dallas)**

Location **Texas** https://www.genclassifieds.com/x-503935-z

Personal Assistant wanted to assist with various administrative tasks.

- -Must be available
- -Have a computer to do various computer related tasks
- -Have a reliable phone to take and make calls
- -This is a work-from-home office opportunity

To be seriously considered please submit your contact information (Name, Email Address, Contact Number), Resume and Cover.



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