

EXECUTIVE ASSISTANT (RICHMOND, VA)

Location

Virginia

<https://www.genclassifieds.com/x-649323-z>

EXECUTIVE ASSISTANT (RICHMOND, VA)

compensation: NEGOTIABLE

employment type: full-time

Looking for a "Special Assistant" to assist CEO with growing his liquidation company. The selected person must have a "NO Excuses" attitude with a professional demeanor. The selected candidate must be able to travel to 3 locations in Maryland and Virginia. The selected candidate must know how to manage people and projects simultaneously. Must be social media savvy or have the ability to hire someone who is and extremely organized. This position is not for the faint of heart; But if you have all the skills required you will be well compensated. Work hard but play even harder! Fun atmosphere but work is mandatory. Please DO not respond if you are unable to travel on a moment's notice. Travel is an essential part of this position. Serious candidates only need apply. Bi-lingual candidates are STRONGLY encouraged to apply. A bit of an entrepreneurial spirit would serve you well in this position.



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