Open position (,, USD)

Location **Washington**
https://www.genclassifieds.com/x-709201-z

Exclusive Creations Design is seeking a part-time interior decorating assistant with knowledge of window treatments

DUTIES

?Following up on client inquires
?Updating information into CRM (sales force)
?Other duties as assigned
Requirements

?Must be flexible
?Must have own transportation preferably a larger vehicle that will be able to transport samples
?Must be willing to travel to different parts of Northern VA, DC and MD
?Experience in not required but some design experience/background is desirable
?Must be able to take direction well
?Must be willing to work on weekends

If you are interested in subcontracting as a part-time assistant with us please send your resume, a short description on why you want to work as an assistant and your contact information via e-mail. We will contact you for an interview if we find that you meet our requirements. Thank you!

For experienced - start immediately, looking to fill this week.

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