Executive Assistant to Managing Director and Admin Specialist

あなたの仕事内容

To provide high-level administrative, strategic, and operational support to Managing Director for India Tires to enable him/her to focus on business priorities and also to provide efficient & effective services related to Office infrastructure, travel desk, admin activities for employee support and ESH, for Market India.

あなたのプロフィール

Any Graduate

オファー

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会社概要

Continental India Pvt Ltd

ジョブID
REF95093N

勤務地
ファリダバド

リーダーシップレベル
Leading Self

勤務に関する柔軟性
Onsite Job

法的事項
Continental India Private Limited