

Executive Assistant to Managing Director and Admin Specialist

工作职责

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.

职位要求

Any Graduate

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关于我们

Continental India Pvt Ltd



职位号码

REF95093N

所在地

法里达巴德

领导力级别

个人贡献者

工作场所灵活度

现场办公

法律实体名称

Continental India Private Limited