



Administrative Assistant

Posted by: Choice Projects LTD

Location: High Level

Salary: \$25.17 hourly / 35 to 40 hours per week Per Week

Job ID: YJ2144700

Posting Date: 01-Dec-2025

Expiry Date: 21-Dec-2025

Education: Secondary (high) school graduation certificate

Language: English

Vacancies: 1

Experience: 1 year

Job Type: Full Time

Job Description

To apply for this job vacancy, please send your resume along with a cover letter and a reference letter from your previous employer to the following email: choiceprojects_construction@outlook.com

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