

We are _____

HIRING!

_____ Join Our Team

We are looking for a
Receptionist

Requirements

- Minimum O/L, A/L or Diploma qualification
- Presentable appearance and positive attitude
- Excellent communication & interpersonal skills
- Good computer literacy (MS Office and Email handling)
- Age between 20 to 30

Benefits

- Competitive salary package
- Friendly and professional work environment
- Working days – Tuesday to Saturday, from 8:30 A.M. to 5:30 P.M.

Interested candidates can mail their CV to
hr@platinumconsultancies.com

