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HR Administrative Assistant/Recruiter-Full Time-RSCHOU4097

Description
Reliable Staffing Houston is currently hiring for an in house position Human Resource administrative assistant with a minimum of 2 years experience in administrative duties, must be able to multitask, and take initiative.

Job Location
2100 West Loop South Suite 920, 77027, Houston, Texas, United States

Valid through
18.09.2029

Base Salary
$ 41,705 - $ 51,898

Employment Type
Full-time

Hiring organization
Reliable Staffing Corporation

Contacts
jobplacements@reliablestaffing.com

Industry
Human Resources

Qualifications
minimum of 2 years experience in administrative duties, must be able to multitask, and take initiative.

Apply Now
REGISTER AND SUBMIT YOUR APPLICATION