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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

Date posted

November 2, 2023

Valid through

18.09.2029

Base Salary

\$ 41,705 - \$ 51,898

Employment Type

Full-time

Hiring organization

Reliable Staffing Corporation

Contacts

RSCHOU4097

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