

FreeBRB

Business Administrator

Administrative & office



Description

We are looking for self-motivated and competent Staff's with strong leadership skills and a thorough understanding of business and Company's operations to facilitate and optimize our Company processes. The duties will include overseeing and analyzing financial operations, approving purchases and expenditure, mediating between staff and other executives, appointing heads of departments, marketing and promoting the business, and facilitating training programs. Your expertise in streamlining our business operations will help our organization thrive and maximize efficiency and profits.

Successful candidates must possess strong leadership qualities, analytical skills, thrive under pressure, great people skills, and a strong aptitude for maths. Ultimately, the outstanding Business should integrate and streamline business activities, achieve business goals through set strategies, and have a positive impact on

staff productivity. The Appointments are on the positions below :

1. Health Science
2. Veterinary Doctor
3. Nurse
4. Agricultural Economics
5. Mathematics and Statistics
6. Chemical Engineering
7. Agricultural Engineering
8. Geography
9. Architectural Design
10. Geology
11. Animal Science and Animal Husbandry
12. Electrical and Electronics Engineering
13. Economics
14. Banking and Finance
15. Business Administrator
16. Botany
17. Horticulturist
18. Mathematics
19. Public Administration
20. Sales Marketer
21. Art and Design
22. M Communication
23. Building and Civil Engineering
24. English and Literature
25. International /Civil Law
26. Mechanical Engineering
27. Teaching Trainee

28. Tourism Management
29. Catering Management
30. Receptionist / waiter
31. Customer Service
32. Maritime/Boat operator Technician
33. Cook /Bar Attendant
34. Philosophy /Oceanography
35. Environmental Management
36. Computer Technician /Programmer
37. Food Science and Technology
38. Software Quality Assurance Engineering
39. Industrial physician
39. Micro Biology
40. Music
41. Agronomy
42. Accountant
43. Material Engineer
44. Foreign/International Language Translators/Interpreters and many more others depending on your field of specialization.

Interested Candidates must possess following eligibility criteria to apply :

1. Effective project and contract delivery skills;
2. Ability to analyze contract data, draw conclusions and use results to improve performance;
3. Strong drive for achievement, meeting goals and overcoming difficulties;
4. Team working and leading others;

5. Ability to work strategically and focus on the longer term;

6. Experience of working with national and international Companies.

Applications :

The following documents should be attach with the application :

1. Coverage Letter stating the position applying for;

2. Recent resume.

All documents should be send to us via e-mail for official verification and approval for selection process.

Advertiser details

Name	Serah Parlour
Phone	009703657068
Address	4, Adams Road, Sheikh street,

More details

Employment Type	Full Time
Salary	Negotiable
Minimum Work Experience	3 Years
Education Qualification	Bachelor Degree
Industry	Dairy and Foods Productions