**ARCHIVES | All** **08 November 2017**

Personal Assistant Needed. Must have valid drivers license. Must be able to communicate in English enough to get by. Must be comfortable with a small dog. Job details include assisting between the home and business offices, running errands, light clerical such as filing, light cooking, light housework such as laundry/folding. Part time/flexible hours. Hourly rate to be negotiated.

Orlando, Montgomery, New Jersey

www.spojnik.com