

Subject: Database Management Position

Date: May 12, 2011 5:48:46 AM MDT

We have assessed your curriculum vitae and wish to introduce to you a job opportunity in clerical and administrative services at NHN Team. The ideal applicant must possess outstanding communication skills, be attentive to details, perfect reporting skills, responsible and able to work in a fast paced working environment.

The principal duties of the job include but are not limited to: recording orders for services and merchandise, compiling transaction records, compiling correspondence, performing basic bookkeeping and other clerical duties.

At NHN Group we provide an encouraging working environment. The position offers an attractive performance related commission. Flexible schedules, part time and full time available. If you are interested in entering an organization where contribution matters, please get back to work-dept@nhn-jobs.com and we will forward to you further information on this opportunity.

Best regards,
NHN Team