

## **KUWAIT JOBS**

Human Resource Assistant vacancy for a renowned construction company. Must have min 1 year experience with HR recruitment.

Interested candidates please email to : [lady.vinitha@gmail.com](mailto:lady.vinitha@gmail.com)

A leading IT company urgently required office secretary, should be fluent in English, should have min 2-3 years experience and should have transferable visa. Kindly contact 97215782 or send your cv to [sales@zenithbizsolutions.com](mailto:sales@zenithbizsolutions.com)

Looking for a young, good looking, pleasant, hard working female Office Secretary for an aviation services Company in Farwania location . The ideal candidate should be fluent in Arabic & English and should knows MS Office, Internet, Filing records etc.

Only serious candidates, send CV with a recent photograph to [abeljoseph2010@gmail.com](mailto:abeljoseph2010@gmail.com)

A leading Hospital in Kuwait is urgently looking for the following candidate:  
Microbiologist (Male or Female) 2 Nos.

- Must posses a master degree.
- Minimum 2-3 years experience in similar field
- Visa can be either Atricle 18 / Visit or Dependent
- Salary KD350/--KD450/-

Candidates those who are wish to apply for the above position please send CV to [vacancies2010@gmail.com](mailto:vacancies2010@gmail.com)

### **Immediate vacancies for an upcoming Hypermarket in Kuwait:**

1. General Manager (( 5 to 10 years exp)
2. Purchase Manager ( 3 to 5 years exp)
3. Floor Managers ( 2-4 years Experience)
4. Accountants ( 5-8 years Experience-minimum 5 years in Food industry)
5. Marketing Manager (MBA with 2-4 years exp)
6. Sales Men/Ladies ( 2-4 years exp)
7. Cashiers (1-2 years exp)
8. IT professional-(software & Hardware expert)

Good communication skills in English with Arabic knowledge are necessary for positions 1-6.

Candidates having minimum experience only need to apply. Apply in confidence to [interviewkuwait@gmail.com](mailto:interviewkuwait@gmail.com) within one week. Shortlisted candidates will be called for an interview in the first week of October.

YK Group International WLL  
B5, Safat Tower, Mirqab, Kuwait City, Kuwait  
Phone(Tele/Fax):: 22467845

A KSE listed Health care and Fitness oriented company is looking for efficient and dynamic personale to fill the following positions

1)Accountant (Min 2 years experience)

2)Data Entry

If Interested can email your CV to [financerecruit@rocketmail.com](mailto:financerecruit@rocketmail.com)

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#### SENIOR COMMERCIAL / TENDERING MANAGER – (SALARY 600KD-700KD)

- Experience of 10-15 years in trading / tendering (not contracting) for Oil/Power sector with minimum 5 years experience as head of trading division in Gulf countries.
- Should have proven performance track record in trading (not contracting) / tenders.
- Must be a team player with commitment to lead and train a team of engineers and support staff.
- Excellent communication and presentation skills.
- Able to successfully interact with customers and foreign vendors/suppliers/contractors.
- Able to develop new agencies and ensure approval with customers.
- Able to develop new business lines.

Forward your CV's to [ffb@ffbkuwait.net](mailto:ffb@ffbkuwait.net) & [ffb\\_q8@yahoo.com](mailto:ffb_q8@yahoo.com)

#### URGENT VACANCY FOR THE FOLLOWING POST: RETAIL MANAGER – (SALARY 800KD-900KD)

- Required: A Post graduation Degree. Preferably in Business Administration.
- 9 – 10 years of strong Retail experience.
- Excellent customer service skills; ability to anticipate customer needs.
- Excellent communication skills: verbal and written
- Strong computer proficiency: Internet; MSOffice;
- Inventory maintenance, record-keeping (computerized) and purchase order processing experience
- Should have handled a sizeable team of employees.

Forward your CV's to [ffb@ffbkuwait.net](mailto:ffb@ffbkuwait.net) & [ffb\\_q8@yahoo.com](mailto:ffb_q8@yahoo.com)

Company Required one female Secretary Indian  
With the Knowledge of M-S Office and Internet Browsing.  
Fluent English.

Working Time 9.AM to 5.PM. Accepting Visa 20 or 18.

Workforce General Trading And Contracting Est.

IBN Khaldoun St.

Hawally.

Kuwait.

Please send [C.V.wf.workforce@gmail.com](mailto:C.V.wf.workforce@gmail.com)

Office : 22636433

Mobile : 60091469

Looking for suitable candidates for the following: -

We require the following

1. Merchandiser - with Driving license & Car (Good if you are holding Health Card)
2. Heavy Drivers
3. Sales Representatives (with car for line sales) (Salary + Commission)
2. Office Boy - Arabic and English speaking
3. Labourer - to work in stores.

If you feel you are suitable candidates for above post, forward your CV to, (only serious candidates and mentioned the post which you are applying for) Email: [atnc\\_q8@yahoo.com](mailto:atnc_q8@yahoo.com). Tel: 2 4313711/22

A Leading Contracting Company requires immediately the following:

a) HR Assistant

- Bachelors Degree
- Minimum 2-3 years experience in Payroll
- Fluent in English / Arabic
- Transferrable Visa
- Computer literate

b) Administrative Assistant

- Bachelors Degree
- Minimum 2-3 years experience
- Familiar with Residence permits, Medical Insurance and Government relation formalities
- Bilingual.
- Computer literate
- Transferable visa

c) Female Accountant

- Bachelors Degree in Commerce
- 1-2 years experience in similar filed
- Computer literate
- Transferable visa
- Fluent in English

d) Quality Assurance Coordinator

- Bachelors of Science
- Must have knowledge of ISO, Health & Safety
- Computer Literate
- Transferable Residency
- Fluent in English

e) Engineer

- Bachelors degree in Mechanical/ Electrical engineering
- Minimum 3 years experience in Incineration
- Computer Literate
- Transferable Residency
- Fluent in English

Interested candidates may fax their CV's to [vacancies910@gmail.com](mailto:vacancies910@gmail.com)

**Gulfmart Supermarket :-**

**Vacancy : Data Entry Operators (male candidates)**

**Salary Range : 130 to 150 p/m**

**Visa : Transferable (preferred)**

**Age : Below 30**

**Qualification : Graduation / Diploma**

**appointment : immediate**

**Please send your CV to [careers@gulfmartkuwait.com](mailto:careers@gulfmartkuwait.com)**

**LEADING FOOD & BEVERAGE COMPANY IN KUWAIT REQUIRES BEVERAGE  
MANAGER AND SALES EXECUTIVES.**

**\* Minimum Two years experience in Food & Beverage.**

**\* Transferable Residence**

**\* Kuwaiti Driving Licence with Car essential.**

**Interested applicants can send CV to Fax:24763374 or e-mail: [horec-hrc-@hotmail.com](mailto:horec-hrc-@hotmail.com)**

**A REPUTED COMPANY IS LOOKING FOR A YOUNG and SMART CUSTOMER CARE  
EXECUTIVE (FEMALE)**

**should be fluent in English and Hindi, having good knowledge of computer  
applications, straight shift job, ready to join immediately,**

**serious candidates can send their CVs to [marketings.kuwait@gmail.com](mailto:marketings.kuwait@gmail.com)**