



**OPORTUNIDAD DE
EMPLEO/INTERNADO/
COOP**

Company Name or LOGO:



Job Title/Internship/COOP: **Financial Services Assistant**

Job Description or Minimum Requirements: **Fully Bilingual, Good knowledge in Excel, Work, Outlook & Powerpoint, 2-year minimum experience in work related.**

Opportunity Date (Month/Day/Year): **immediate for at least 6 months to permanent position**

Application Deadline: **February 20, 2018**

Type of Position:

Part-Time Full-Time

Number of Weekly Hours:

Compensation:

Pay Stipend Without Pay

* Salary: \$ 11.00

Area of Specialization: **Office Management/ Finance/Administration**

Location: **Hato Rey**

Contact Person & Job Position: **Gisela Lopez, Financial Advisor**

E-mail of Contact Person: **giselalopez@financialguide.com**

E-mail to send resume or application URL:

Phone Number: **(787) 758-2244 ext. 5128**



FACULTAD DE ADMINISTRACIÓN DE EMPRESAS



Posting Date:

Please include in the subject of the email "Referred by Programa ENLACE UPR-RRP"



Programa ENLACE

* Email: programa-enlace.uprrp@upr.edu

