

What is Burger King?

- * Company history began in 1953 with a restaurant chain Insta-Burger King in Jacksonville, Florida. Once in 1954 Insta-Burger King ran into financial difficulties, two local franchisees, David Edgerton and James Maklemor acquired the company and renamed it to "Burger King".
- * «Burger King» - it's delicious, hearty, and most importantly - useful, because the meat stuffing burgers fried over an open fire without the use of oil, which gives a special flavor and makes it more useful for health. The restaurants network «Burger King» are professionals in their field, smiling and polite, which will serve you quickly and carefully.



*I am the manager of the restaurant Burger King, which is located in Almaty. My name is Aigerim. We have a vacancy for the position of the assistant.

Requirement the assistant:

1) preparation and **planning** chart chief - make **appointments**, keep track of his work **schedule**;

2) **prepare** and **conduct meetings**, negotiations, **meetings**, presentations, requiring the participation of the Chief, **keep minutes**

3)organize or supervise the organization of trips (preparation of travel documents, the organization of **accommodation**, transportation, translation, etc.).

4) Documents - correctly in all respects be necessary official papers, letters, applications, etc.

5) to find the necessary information for the chief, and to do it quickly, knowing where and to whom to turn with various issues;



Announcement!

It requires an **employee** in the office. The post of **assistant** manager. With the further career advancement to leadership positions.

Responsibilities: Keeping documentation.

Organization of **meetings**.

In the future, human resources management.

Requirement: Strict appearance, **punctuality**, ability to achieve results.

Consultation by phone: 87077712395



This is my announcemend come to an end,
all a good day.

