

# 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.

