



DATA ENTRY ASSISTANT

People's Pharmacy invites applications from qualified persons to undertake Data Entry responsibilities for a project lasting 3-6 months duration.

Do you have the following skill-set?

- Advanced Typing Skills
- Familiar with Data Entry
- Intermediate Excel
(MUST-HAVE TEST WILL BE ADMINISTERED)
- Comfortable Multi-tasking Across Microsoft Suite of Products
- Attention to Detail
- Project Experience – Minimum of 3-Months

Consideration will be given to highly motivated, personable and adaptable candidates who possess all of the above, can pass our intermediate Excel test and work with minimal supervision.

Applications may be sent with two references to:

Data Entry Project

Info@peoplespharmacy.bm

Closing Date for Applications
is December 6th 2013

