

VACANCY ANNOUNCEMENT

Samanantar Nirman Sewa Pvt. Ltd. announces the Vacancy for the following post:

Job Title : Receptionist – 2 (For Head Office)

- +2 Level is required.
- Should be skillful in office package, good typing ability and telephone communication.
- Must possess multi-task handling ability and knowledge of administrative procedures.
- Excellent written and vocal communication is an important key competence.

Note: Salaries and facilities will be as per company's rule. Candidates meeting the above requirements are encouraged to apply to info@samanantar.com.np or **Head Office** with application, updated Bio-data, along with recent passport size photograph. Candidates must mention the position applied for on the subject line of application and expected remuneration. Only shortlisted candidates will be contacted for further selection process. Company reserves the right to reject any / all candidates without assigning any reason whatsoever.

Samanantar Nirman Sewa Pvt. Ltd.

Samanantar Tower, Purano Baneshwor, Kathmandu

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E-mail: info@samanantar.com.np

Website: www.samanantar.com.np