

汉堡王（上海）餐饮有限公司人力资源助理（实习） HRAssistant(Intern) PDF转换可能丢失图片或格式，建议阅读原文

https://www.100test.com/kao_ti2020/490/2021_2022__E6_B1_89_E5_A0_A1_E7_8E_8B_EF_c123_490033.htm 职位描述：

Responsibilities:-Participate the preparation compile training materials-Assist in coordinating training workshop-Compile HR policies and process as assigned Admin. Activities as assigned
Qualifications:-University student in 4th year of study majoring in English, HR or Management-Proficient bilingual translation capability (English-Chinese)-Good at Microsoft software, i.e. Word, Excel, Power-Point-High interest in HR
100Test 下载频道开通，各类考试题目直接下载。详细请访问 www.100test.com