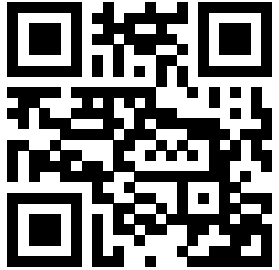


# ADMINISTRATIVE ASSISTANT - THE ST. REGIS NEW YORK - (22072094)

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Contact: Dalomba-Veiga, Rosa

Email: [rosa.dalomba-veiga@marriott-sp.com](mailto:rosa.dalomba-veiga@marriott-sp.com)

Phone:

Address: Two E 55th St New York, New York City, New York, United States

Price: Free

### Description:

Live Fully at Marriott International #1 Leader in Hospitality At Marriott International, you have the opportunity to grow in your career, work with teammates that feel like family, and help make our world a better place. The St. Regis New York, located at Two E 55th St, New York, New York, 10022 is currently hiring a Administrative Assistant. Responsibilities include: Enter and retrieve information contained in computer databases using a keyboard, mouse, or trackball to update records, files, reservations, and answer inquiries from guests. Transmit information or documents using a computer, mail, or facsimile machine. Operate standard office equipment other than computers. Prepare letters, memos, and other docu...

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