

ADMINISTRATOR  
REQUIRED FOR PROPERTY RENTAL AGENTS

Responsible person with good organisational skills to assist with general administration including cash handling. Experience in dealing with the public both in person and by telephone would be an advantage. A clean driving licence is essential and knowledge of the area would be beneficial as property inspections and viewings require to be carried out. The successful candidate will form part of a small hardworking team. Salary commensurate with experience. Closing date is Friday 26<sup>th</sup> May 2017.

Written application with CV marked Private and Confidential to:

Mrs Sally McCartney  
Managing Director  
K C Property Rentals Ltd  
48 Tay Street  
PERTH  
PH1 5TR