

AZADI Fine Rugs in Scottsdale has an opening for a leadership Full-time Administrative position.

We are looking for someone that is good with style, color, and numbers!

Main responsibilities are:

Administrative responsibilities between salespeople and vendors, dealing with invoices and purchases.

Support sales team with the following skills:

Computer savvy, good w/ numbers, organized, detail oriented, upbeat and positive with a can-do attitude.

Excellent salary, bonuses, incentives, and benefits.

SENSE OF STYLE/DESIGN/COLOR A PLUS!

YOUR CHARACTER: High integrity, trustworthy, responsible, committed. Please be career minded.

WE OFFER: A non-corporate atmosphere, and a pleasant, fun, non-smoking, results driven environment,

based on The 7 Habits by Stephen Covey and The 4 Agreements by Don Miguel Ruiz...with stability and room to grow.

YOU CAN RECEIVE: Competitive salary, bonuses, other monetary incentives, health insurance reimbursement, paid time off, paid holidays, 401k program, 5-day work week (M-F).

When you join us, you will be part of a family, not just an employee.

Please apply here: <https://www.azadifinerugs.com/employment/>