



# **Little Book of Big Careers**

Covered by Akkar Personnel

At Akkar Personnel, we pride ourselves on client care, satisfaction and understanding the specific needs of our clients businesses.

Our consultants are experienced professionals who understand the market offer bespoke recruitment solutions. Whether it be a short terms placement or a permanent placement.

We can support your business in many departments, read on to discover how we can support all of your recruiting needs.

Office Admin / Support Staff

Legal

Accounts & Finance

Human Resources

Marketing

Executive & Management

Customer Service

# Office Admin / Support Staff

- Executive / Personal Assistant
- Office Manager
- Medical Secutary
- Audio / Digital Dictation
- Post Room Operatives
- Reception
- Supply Chain / Purchasing
- Warehouse Staff
- DBS (CRB) Admin
- Data Entry Clerks
- Invigilators
- Property Admin

# Legal

- Legal Assistant
- Legal Secretary
- Legal Executive
- Solicitor / Barrister
- Conveyancing
- Matrimonial
- Criminal
- Litigation
- Personal Injury
- Private Client
- Legal Cashier
- Practise Manager

# Accounts & Finance

- Accountants
- Accounts Clerk
- Credit Controller
- Bookkeeper
- Sales / Purchase Ledger
- Payroll / Payroll Manager
- VAT Specialist
- Actuaries
- Financial Analyst
- Reconciliation Clerk
- Commissions Assistant
- Collections Adviser

# Human Resources

- HR Manager
- HR Director
- HR Consultant
- HR Business Partner
- HR Assistant
- HR Officer
- HR Adviser
- Benefits Specialist
- Recruitment Consultant
- In-house Recruiter
- Resourcer
- L&D Trainer / Manager

# Marketing

- Marketing Assistant
- Marketing Executive
- Marketing Manager
- Advertising Account Executive
- Web Designer
- Graphic Designer
- E-commerce
- SEO / PPC Account Manager
- Paid / Natural Search Analyst
- Communications Executive
- PR Manager
- Events / Promotions Executive
- Digital Marketer



# Executive & Management

- CEO / CFO / CIO / CTO / CDO
- Vice President
- Managing Director
- Operations Director
- Financial Director
- General Manager
- IT Director
- Development Director
- Regional Director
- Management

# Customer Service

- Customer Service Representative
- Account Manager
- Property Manager / Inspector
- Inbound / Outbound Call Centre
- Team Supervisor
- Team Leader
- Medical Specialist
- Help Desk Operator
- First Line Support
- Complaints Handler
- Claims Handler
- Multilingual Advisor

Its your  
**future**

We can help  
**shape it**

We are  
**Akkar Personnel**



**Get in touch today!**

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