

Twinhouses International Training Schools

<https://thits.org/live/job/receptionist/>

Receptionist – Temp

Description

Temporary position for a Receptionist at the Mbabane head offices

Responsibilities

- Take and note all calls
- Receive and address walk-ins
- Assist the Managing Director's schedule

Qualifications

- Form 5 or higher qualification

Hiring organization

TwinHouses International training Schools

Employment Type

Temporary

Beginning of employment

1 April 2026

Duration of employment

3 Months

Job Location

Dzeliwe Street, H100, Mbabane, Hhohho, Eswatini

Working Hours

0800 – 1700 Hrs

Base Salary

E 2500

Date posted

March 19, 2026

Valid through

20.03.2026