
From: jeffrey E. <jeevacation@gmail.com>
Sent: Saturday, April 1, 2017 9:44 PM
To: [REDACTED]
Subject: Re: questions

i care nothing about degrees. she needs to be articulate presentable willing to work hard travel alot. no married =o
dogs no attachments. flexible and learns quickly , good energy
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On Sat, Apr 1= 2017 at 11:23 PM, [REDACTED] <[REDACTED]> </=>> wrote:

Dear Jeffrey,

Thank you for your feedback. I would need more time to try finding someone as good or better than I already have. My pick of a candidate will be subjective, though. Therefore, I would like to have more detailed criteria from you regarding the candidates. Also, it will be helpful to know what kind of my personal feedback you expect before you interview them.

For now, I know that you need a PA who is:

- * smart,
- * hard-working,
- * good-looking lady under 24.

May you please precise the following to help me to be more specific in my choices of candidates:

- * Does she need to have an undergraduate degree?

- * What kind of educational background should she have?
- * Does she need to have any work-experience? If yes, in which spheres it is preferable that she worked?
- * Please describe the work she will be doing. Is it pure administration (booking flights, hotels, organising meetings, bringing coffee) or what other types of tasks? Will you expect her to do more than only work for you, to be open about things?
 - * Is it a problem if she is married?
 - * Any sort of candidates you'd like to be excluded (background, personality traits, habits, looks)?

After having answers to these questions I'll provide you with two perfect picks until 21 April which you'll then be choosing from. What do you think?

Warm regards, [REDACTED]

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=A0 please note

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