

## Office Boy

### Job Location

Dubai

Remote work from: GE; USA; AU; NZ; DK; HK; JP; KZ; MY; SG; TW; TH; UZ; VN; AT; BY; BE; FR; DE; GR; NL; RU; ES; CH; UK; GB; DZ; KW; QA; MA; SA; MX; AE; CA; GT; DO

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### Base Salary

USD 12,00 - USD 2,500

### Qualifications

No formal education is required.

### Employment Type

Full-time

### Hiring organization

Al-Futtaim Group

### Date posted

February 8, 2025

### Valid through

31.08.2025

APPLY NOW

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## Description

### Office Boy Jobs in Dubai – Al-Futtaim Group Careers

Are you looking for an **Office Boy job in Dubai** with **free visa sponsorship**? Al-Futtaim Group, one of the leading companies in the UAE, is hiring **Office Boys** to assist in office management and daily tasks. This is a great opportunity for those searching for **work visa jobs**, **jobs hiring near me**, or **entry-level office jobs in Dubai**.

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### Office Boy Jobs in Dubai – Apply Now

**Company:** Al-Futtaim Group

**Position:** Office Boy

**Location:** Dubai, UAE

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### Office Boy Job Details

Details	Information
<b>Selection Process</b>	Online Application, Interview
<b>Qualification</b>	No formal education required
<b>Skills</b>	Office cleaning, tea/coffee preparation, filing
<b>Eligibility Criteria</b>	Minimum Age: 18 years
<b>Salary</b>	AED 2,000 – 3,500 per month
<b>Experience</b>	Freshers and experienced candidates can apply
<b>Apply Method</b>	Online Application
<b>Application Medium</b>	Official Al-Futtaim Careers Website
<b>Last Date to Apply</b>	As soon as possible
<b>Working Hours</b>	Full-time (Monday to Saturday)

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### Job Description

Al-Futtaim Group is hiring **Office Boys** in Dubai to assist with office tasks such as cleaning, document handling, and serving refreshments. This role is ideal for individuals looking for **visa sponsorship jobs**, **entry-level office jobs**, or **jobs hiring near me** in Dubai.

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### Responsibilities

- Clean the office and maintain hygiene.
- Serve tea, coffee, and refreshments to staff and guests.
- Help with document filing and office organization.
- Assist office staff in daily tasks.
- Deliver messages and run errands within the office.

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### Skills

- Basic cleaning and maintenance skills.

- Good communication and polite behavior.
- Ability to follow office instructions.
- Hardworking and disciplined.

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## Qualifications

- No formal education required.
- Basic knowledge of office work is a plus.

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## Experience

- Freshers and experienced candidates can apply.

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**Apply now** for an **Office Boy job in Dubai** and get a **free visa sponsorship**. Whether you're looking for **office assistant jobs**, **entry-level office jobs**, or **full-time office jobs in Dubai**, this is a great opportunity. Submit your application

**Important Links**

**Find the Link in [Apply Now](#)**

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