

VACANCY FOR THE POST OF HEAD CHEF IN IKOTA LEKKI, LAGOS

Our Profile

we are a dynamic culinary brand based in Lekki, Lagos, known for serving premium meals with flair, flavor, and finesse. We are committed to excellence, innovation, and a memorable dining experience. As we expand our offerings and kitchen operations, we are seeking a talented and experienced **Head Chef** to lead our kitchen team and drive our culinary vision.

Role Overview

We are looking for a passionate and highly skilled **Head Chef** to manage all aspects of our kitchen. The ideal candidate must have strong leadership abilities, creative culinary skills, and a solid understanding of kitchen operations and food hygiene.

Key Responsibilities

- Oversee daily kitchen operations, from food preparation to plating.
- Lead and manage kitchen staff, ensuring high performance and discipline.
- Create and innovate menus that align with the brand.
- Maintain food quality, consistency, and presentation standards.
- Manage inventory, control food costs, and reduce kitchen waste.
- Enforce food safety, hygiene, and cleanliness standards in accordance with health regulations.

- Train and mentor junior kitchen staff to maintain efficiency and skill development.
- Collaborate with management on menu updates, specials, and food promotions.
- Monitor equipment maintenance and ensure the kitchen is always operational.

Requirements

- Minimum of a Culinary Diploma, Hospitality Degree, or equivalent certification.
- Proven experience (3+ years) as a Head Chef or Senior Cook in a fast-paced kitchen.
- Strong leadership and team management skills.
- Creativity and flair in menu development and presentation.
- Excellent knowledge of food costing, kitchen budgeting, and inventory control.
- Deep understanding of hygiene, health, and safety standards.
- Ability to thrive in a fast-paced, high-pressure environment.
- Strong communication, organizational, and time-management skills.

How to Apply

- Interested candidate should send their CVs to hr@globalclique.net
- Use the job title as the subject of the mail.
- Only shortlisted candidates will be contacted.

VACANCY FOR THE POST OF AN ACCOUNTANT/STORE KEEPER IN IKOTA LEKKI, LAGOS

Our Profile

We are a thriving culinary brand based in Lekki, Lagos, dedicated to delivering premium meals and excellent customer service. Our commitment to quality, innovation, and hospitality makes us a standout name in the Lagos food scene.

To support our operations and ensure financial accountability and inventory control, we are hiring a diligent and detail-oriented **Accountant/Store Keeper** to join our growing team.

Role Overview

The ideal candidate will be responsible for managing financial records, monitoring inventory, and ensuring accurate reporting of stock and purchases.

Key Responsibilities

- Maintain accurate records of all financial transactions and stock movements.
- Track inventory levels and ensure timely restocking of kitchen and service supplies.
- Perform regular stock audits and reconcile discrepancies.
- Prepare daily, weekly, and monthly financial and inventory reports.

- Process supplier invoices, purchase orders, and payment schedules.
- Ensure proper documentation and safe keeping of receipts, records, and relevant paperwork.
- Monitor food and supply usage to minimize waste and prevent loss.
- Liaise with vendors to ensure timely deliveries and accurate billing.
- Support budgeting and forecasting activities.
- Maintain compliance with internal financial policies and relevant regulations.

Requirements

- OND/HND/B.Sc. in Accounting, Finance, or related field.
- At least 2 years of experience in accounting, inventory, or storekeeping roles.
- Strong knowledge of bookkeeping, financial reporting, and inventory systems.
- Proficiency in Microsoft Excel and accounting software (e.g., QuickBooks, Sage).
- Strong attention to detail and excellent numerical accuracy.
- Integrity, reliability, and a strong sense of responsibility.
- Excellent organizational and multitasking skills.

How to Apply

- Interested candidate should send their CVs to hr@globalclique.net
- Use the job title as the subject of the mail.
- Only shortlisted candidates will be contacted.

VACANCY FOR THE POST OF A FRONT DESK IN IKOTA, LEKKI, LAGOS

Our Profile

We are a fast-growing culinary brand in Lagos, serving premium meals with a passion for excellence, taste, and top-tier service. Located in the heart of Lekki, we're known not just for our delicious menu but also for the warm and welcoming atmosphere we create for every guest.

As we expand, we are seeking a **Front Desk Officer** who will be the face of our brand, welcoming clients, managing calls, and supporting day-to-day front desk operations with professionalism and charm.

Role Overview

As the first point of contact for our customers and guests, the ideal candidate must possess excellent communication skills, a friendly attitude, and strong organizational abilities.

Key Responsibilities

- Greet and attend to walk-in customers and visitors warmly.
- Answer and route incoming calls professionally.
- Maintain a clean, organized, and welcoming front desk

area.

- Provide basic administrative support including data entry and record-keeping.
- Manage customer inquiries and provide accurate information about the brand.
- Support appointment scheduling, event coordination, and internal communications.
- Monitor front office supplies and ensure timely replenishment.
- Represent the brand in a courteous and professional manner at all times.

Requirements

- Minimum of OND/NCE/HND in any discipline.
- Previous front desk or customer-facing experience is an added advantage.
- Proficient with Microsoft Office Suite and basic digital tools.
- Excellent verbal and written communication skills.
- Strong interpersonal and multitasking abilities.
- A well-presented, friendly, proactive, and dependable individual.
- Ability to handle tasks efficiently in a fast-paced environment.

How to Apply

- Interested candidate should send their CVs to hr@globalclique.net
- Use the job title as the subject of the mail.
- Only shortlisted candidates will be contacted.

VACANCY: CATERER (PROFESSIONAL COOK) — IKORODU, LAGOS

About the Role

We are hiring an experienced and talented **Caterer** to join our fast-growing food business based in **Ikorodu, Lagos**. This individual must have a **passion for cooking**, a deep understanding of Nigerian cuisines, and a proven ability to prepare delicious and well-presented meals for both daily service and special events.

The ideal candidate should be particularly skilled at making **party-style smokey jollof rice, asun (peppered goat meat), fried rice**, and other popular local dishes.

Key Responsibilities

- Prepare high-quality, delicious meals with consistency and creativity.
- Cook and manage bulk food production for daily sales and events.
- Ensure excellent presentation and plating of all dishes.
- Maintain a clean and organized kitchen that complies with food safety standards.
- Manage kitchen stock, ingredients, and timely food preparation.
- Collaborate with the team to design daily menus or event-specific dishes.
- Innovate and improve recipes for customer satisfaction

and brand growth.

Requirements

- Proven experience as a caterer or cook in a professional kitchen.
- Must be **very good at smokey party jollof rice, fried rice, and asun.**
- Ability to cook a wide range of Nigerian meals confidently.
- Strong attention to detail, cleanliness, and time management.
- Excellent knowledge of hygiene and kitchen safety practices.
- Ability to work under pressure and manage multiple cooking tasks.
- Team player with a positive attitude and good communication skills.
- Residence in or around **Ikorodu** is highly preferred.

How to Apply

Interested candidates should send their CV or a short bio with cooking experience to: hr@globalclique.net

Use **“Caterer – Ikorodu”** as the subject of the email.

Only shortlisted candidates will be contacted.

Vacancy: Remote Quality Assurance and Technical Operations Specialist

About the Role

Globalclique HR is recruiting on behalf of a dynamic and forward-thinking technology company seeking a **Quality Assurance and Technical Operations Specialist**. This fully remote role is ideal for a detail-driven, tech-savvy professional with a strong eye for design, a deep understanding of QA processes, and a proactive mindset.

You will be at the forefront of ensuring seamless user experiences across platforms, supporting the development team with robust testing protocols, crafting technical documentation, and responding to user needs with empathy and efficiency. If you're passionate about operational excellence, solving problems, and working in a fast-paced digital environment, we'd love to hear from you.

Key Responsibilities

Quality Assurance & Testing

- Conduct comprehensive end-to-end testing of web and mobile features.
- Write and maintain automated tests for Node.js APIs and Ruby on Rails applications.
- Implement and maintain integration tests aligned with CI/CD tools and workflows.

Technical Documentation & Support

- Draft clear technical specifications, update Git

documentation for new features and fixes.

- Create and update user support content including tooltips, pop-ups, guides, and video tutorials.
- Manage daily support tickets and provide timely, helpful responses to user issues.
- Respond promptly to user queries via live chat and ensure excellent service delivery.

Communication & Engagement

- Design and distribute bi-weekly eNewsletters featuring feature updates, FAQs, and how-to content.
- Collaborate with design and marketing teams to ensure visually appealing and on-brand communication assets.

Performance Monitoring & Insights

- Analyze website and platform performance reports, identify friction points, and suggest improvements.
- Evaluate sales and marketing data for alignment with business goals and offer strategic insights.

Key Requirements

- Proven experience in QA testing, technical operations, or technical support roles.
- Proficiency in **Node.js**, **Ruby on Rails**, and writing automated test scripts.
- Sound understanding of **CI/CD pipelines** and integration testing tools.
- Strong technical documentation and communication skills.
- Experience with design/content tools like **Canva**, **Figma**, or **Adobe XD** is a strong advantage.
- Excellent time management, problem-solving skills, and ability to work independently.
- A customer-first mindset with a genuine desire to support and improve user experience.

What We Offer

- Fully remote work environment
- Flexible working hours
- Opportunity to work with a creative, tech-driven team
- Access to modern tools and technologies
- Ongoing career development and growth opportunities

How to Apply

Interested candidates should send their CVs to hr@globalclique.net using “**Quality Assurance and Technical Operations Specialist**” as the subject of the email.

Only shortlisted candidates will be contacted.

VACANCY FOR THE POST OF A BUSINESS ACCOUNT OFFICER IN LEKKI, LAGOS

Company Profile:

Our client is a well-established real estate investment company committed to delivering premium property solutions and investment opportunities. Known for innovation and integrity, the firm is seeking a **Business Account Officer** to support its financial operations and ensure continued fiscal discipline as it expands.

Job Description:

We are seeking a detail-oriented and analytical **Business Account Officer** to manage financial records, ensure regulatory compliance, and provide accurate reports to support sound business decisions. The ideal candidate will have a solid background in accounting and a proactive approach to financial management.

Job Responsibilities:

1. **Financial Reporting:** Prepare accurate financial statements, reports, and analysis.
2. **Accounting Operations:** Manage accounts payable, receivable, general ledger, and reconciliations.
3. **Compliance:** Ensure adherence to accounting standards and regulatory requirements.
4. **Financial Analysis:** Conduct analysis and provide actionable recommendations to support strategic decisions.
5. **Internal Collaboration:** Work closely with internal teams to deliver timely and useful financial insights.

Requirements:

- HND/Bachelor's degree in Accounting, Finance, Economics, or a related discipline.
- 1–2 years of hands-on accounting experience.
- Proven experience in financial reporting and analysis.
- Proficient in accounting software such as QuickBooks, Xero, Sage, Microsoft Dynamics GP, or Peachtree.
- Strong understanding of accounting principles and financial regulations.
- Excellent attention to detail and organizational skills.

- Must possess a valid NYSC discharge certificate or exemption letter.
- Must be available for immediate resumption.

Benefits:

- Competitive monthly salary of ₦170,000
- Health Maintenance Organization (HMO) coverage
- Pension Contribution (PENCOM)
- 13th Month Basic Salary
- A supportive and growth-oriented work environment

How to Apply:

- Interested candidates should send their CVs to **hr@globalclique.net**
- Use the job title as the subject of the mail (*Business Account Officer*)
- Only shortlisted candidates will be contacted

**VACANCY FOR THE POST OF A
BUSINESS MARKETING EXECUTIVE
IN LEKKI, LAGOS**

Company Profile:

Our client is a reputable real estate investment firm committed to providing top-tier investment opportunities and solutions to clients. With a focus on delivering value-driven real estate products, the company offers a wide range of services including sales, investment advisory, and portfolio management. As part of its continued growth, the firm is looking to hire a skilled and motivated **Business Marketing Executive** to support its expansion goals.

Job Description:

We are seeking a results-oriented and creative **Business Marketing Executive** to promote real estate investment offerings, build lasting client relationships, and drive business growth through innovative marketing strategies. The ideal candidate should be proactive, strategic, and passionate about real estate marketing.

Job Responsibilities:

1. **Marketing Campaigns:** Develop and execute marketing campaigns targeted at prospective clients and investors.
2. **Business Development:** Identify and pursue new business opportunities and investment leads.
3. **Client Engagement:** Build and nurture client relationships to enhance satisfaction and repeat business.
4. **Market Research:** Conduct competitive analysis and monitor industry trends to inform strategy.
5. **Team Collaboration:** Work closely with internal departments to align marketing activities with business goals.

6. **Sales Presentations:** Prepare and deliver compelling sales proposals, pitches, and marketing reports.

Requirements:

- HND/Bachelor's degree in Marketing, Business Administration, or a related field.
- 1–2 years of experience in marketing, sales, or business development (real estate or finance preferred).
- Solid understanding of marketing strategies, customer acquisition, and branding.
- Excellent communication, interpersonal, and organizational skills.
- Proficiency in digital marketing tools, CRM systems, and Microsoft Office Suite.
- Must possess a valid NYSC discharge certificate or exemption letter.
- Must be ready to resume immediately.

Benefits:

- Competitive salary of ₦170,000 monthly
- Health Maintenance Organization (HMO)
- Pension Contribution (PENCOR)
- 13th Month Basic Salary
- Growth opportunities within a thriving real estate brand

How to Apply:

- Interested candidates should send their CVs to **hr@globalclique.net**
- Use the job title as the subject of the mail (*Business Marketing Executive*)

- Only shortlisted candidates will be contacted
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Remote Sales and Marketing Associate (Banking & Financial Products)

Job Summary

We are seeking a dynamic, highly motivated **Sales and Marketing Associate** with a strong background in **banking and financial services** to drive client acquisition and promote a growing portfolio of digital financial products. The ideal candidate will combine solid experience in banking products with a passion for innovation in digital finance, executing strategic sales and marketing initiatives to expand our client base and elevate brand presence.

Key Responsibilities

Sales Responsibilities

- **Client Acquisition:** Identify, prospect, and onboard new clients, including retail customers, SMEs, corporate clients, and financial institutions.
- **Sales Strategy Development:** Develop and implement effective sales strategies tailored to the banking and financial services landscape to achieve and surpass revenue targets.

- **Relationship Management:** Cultivate and maintain long-term relationships with clients by offering exceptional service, needs-based selling, and regular engagement.
- **Product Expertise:** Maintain in-depth knowledge of banking, financial, and digital asset products, delivering clear, client-centered value propositions.
- **Sales Reporting and Analysis:** Monitor and report on sales activities and market feedback, using insights to optimize strategies and drive revenue growth.

Marketing Responsibilities

- **Campaign Execution:** Design and manage targeted marketing campaigns across digital platforms (social media, email, content marketing) to enhance brand visibility and product adoption.
- **Content Development:** Collaborate with the marketing team to develop compelling content, including newsletters, thought leadership articles, client success stories, and promotional materials.
- **Community Engagement:** Engage with financial communities, industry forums, and professional associations to strengthen brand credibility and build client trust.
- **Strategic Partnerships:** Build alliances with industry influencers, financial advisors, and key stakeholders to amplify market reach.
- **Data-Driven Marketing:** Leverage marketing analytics to measure campaign effectiveness and continuously refine marketing strategies for optimal ROI.

Qualifications and Requirements

Education & Experience

- Bachelor's degree in Marketing, Business Administration, Finance, or a related field.
- Minimum of **2-3 years' experience** in sales and marketing roles within **banking, fintech, asset management, or financial services sectors**.
- Demonstrated success in meeting or exceeding sales targets, preferably in financial product sales (e.g., savings, loans, investments, insurance).

Core Skills

- Strong knowledge of banking products, financial services, and digital financial technologies.
- Excellent communication, negotiation, and relationship management skills.
- Proficiency with digital marketing platforms and CRM tools (Google Analytics, Salesforce, HubSpot, etc.).
- Ability to work independently, manage multiple priorities, and thrive in a fast-paced, results-driven environment.

Key Attributes

- Proactive, self-motivated, and goal-oriented.
- Strong analytical thinking and problem-solving skills.
- Passionate about financial innovation and digital transformation in the banking sector.

Preferred Qualifications

- Experience with affiliate marketing or referral programs in financial services.
- Familiarity with compliance and regulatory requirements related to financial products and services.
- Knowledge of SEO, SEM, and content marketing strategies within financial markets.

What We Offer

- Competitive salary and performance-based incentives.
- Opportunities for career advancement in the growing digital financial services space.
- Flexible working arrangements with remote work options.
- Access to professional development resources and cutting-edge sales and marketing tools.
- A supportive, innovative, and collaborative team environment.

How to Apply

Interested candidates should submit their resume and a cover letter outlining their relevant banking and financial services experience to **hr@globalclique.net** with the subject line:

“Remote Sales and Marketing Associate (Banking & Financial Products)”

VACANCY FOR THE POST OF AN ESTATE SURVEYOR IN LAGOS, NIGERIA

Our Profile:

We are a leading firm of professional Estate Surveyors & Valuers, headquartered in Lagos, Nigeria, with additional branches in Abuja and Port Harcourt. Fully registered with the Corporate Affairs Commission of Nigeria, the Estate Surveyors and Valuers Registration Board of Nigeria, the Nigerian Institute of Estate Surveyors & Valuers, and other esteemed

global real estate organizations, we are dedicated to providing exceptional, client-focused services.

Our areas of expertise include marketing, property management, facility management, valuation, and real estate appraisal, all delivered with a results-driven approach.

To meet the growing demands of our expanding client base, we are seeking a proficient Estate Surveyor to join our dynamic team at our Head Office in Lagos.

Job Description

We are seeking a highly skilled and experienced **Estate Surveyor** to join our team. The ideal candidate will lead the planning, execution, and management of real estate projects while mentoring junior staff and ensuring client satisfaction. This role requires a blend of technical expertise, leadership skills, and a commitment to excellence in service delivery.

Job Responsibilities

1. Conduct property valuations, feasibility studies, and market research to provide accurate and reliable recommendations.
2. Oversee property acquisition, sales, and leasing transactions.
3. Prepare and present detailed property reports, proposals, and appraisals.
4. Manage a portfolio of properties, ensuring optimal occupancy and profitability.
5. Coordinate maintenance, repairs, and upgrades for managed properties.
6. Negotiate and administer contracts with tenants, contractors, and service providers.

7. Supervise and mentor junior estate surveyors and administrative staff.
8. Delegate tasks, monitor performance, and provide constructive feedback.
9. Lead training sessions and workshops to enhance team capabilities.
10. Build and maintain strong relationships with clients, ensuring satisfaction and trust.
11. Address client inquiries and resolve issues promptly and professionally.
12. Identify and pursue new business opportunities to expand the firm's client base.

Job Requirements

- HND / Bachelor's degree in Estate Management, Surveying, or a related field.
- Membership in relevant professional bodies (e.g., NIESV, ESVARBON).
- Minimum of 5-7 years of experience in estate surveying and valuation.
- Proficiency in property management software and Microsoft Office Suite.
- Strong analytical, communication, and negotiation skills.
- Ability to work independently and lead a team effectively.

HOW TO APPLY

- Interested candidate should send their CVs to hr@globalclique.net
- Use the job title as the subject of the mail.
- Only shortlisted candidates will be contacted.

Vacancy for Real Estate Sales Executive

Our Profile:

We are a trusted real estate agency specializing in buying, selling, and renting both residential and commercial properties. With years of experience in the industry, we are committed to delivering innovative and client-focused services while fostering long-term relationships. We are looking for motivated and ambitious individuals to join our growing team. If you have a passion for real estate and want to thrive in a dynamic and supportive environment, we would love to hear from you!

Job Overview:

We are seeking driven individuals to fill the role of **Real Estate Sales Executive**. In this position, you will be responsible for sourcing, marketing, and selling properties. This role comes with a base salary of ₦250,000 and the opportunity to earn attractive commissions based on performance and sales targets.

Job Responsibilities:

- **Sell Properties:** Promote and sell residential and commercial properties, guiding clients through the entire buying or renting process.
- **Client Relationship Management:** Build and maintain strong, lasting relationships with both new and existing clients.
- **Lead Generation:** Proactively generate leads using marketing strategies, networking, and referrals.
- **Market Research:** Stay up-to-date with the latest

property trends and competitor activity through thorough market research.

- **Negotiation & Deal Closing:** Successfully negotiate and close sales between buyers and sellers, ensuring both parties are satisfied.
- **Property Listings & Advertising:** Create, manage, and advertise property listings on various platforms, including social media.
- **Client Support:** Offer continuous support to clients throughout the transaction process, ensuring a smooth and positive experience.
- **Achieve Sales Targets:** Meet monthly and quarterly sales goals to qualify for performance-based incentives.

Qualifications & Requirements:

- A Bachelor's degree in Business, Marketing, or a related field. Real estate certifications are an advantage.
- At least 1 year of experience in real estate sales. Previous experience in target-driven roles is a plus.
- Strong communication, negotiation, and interpersonal skills.
- Ability to work independently, as well as part of a team.
- Familiarity with real estate platforms and digital marketing tools.
- Excellent organizational and time-management abilities.
- Self-driven with a strong focus on achieving goals.

Desired Personal Attributes:

- A strong work ethic and determination to meet targets.
- Professional appearance and demeanor.
- Resilience and the ability to handle rejection while pursuing new leads.
- A client-focused approach with a passion for helping people find their ideal properties.

Compensation & Benefits:

- **Base Salary:** ₦250,000 per month, with the potential for performance-based incentives.
- **Commission:** Earn additional income based on the properties you sell and your sales achievements.
- **Training:** Access to real estate training and resources to help you succeed in the role.
- **Career Growth:** Opportunities for career advancement based on your performance.

How to Apply:

If you're interested in this exciting opportunity, please send your CV to **hr@globalclique.net** with the job title "Real Estate Sales Executive" in the subject line.

Note: Only shortlisted candidates will be contacted.