
INTERNSHIP BRIEF – Business Development / Sales Intern

Company Name: Kol Digital (MY) Sdn. Bhd (fka MAVN Sdn. Bhd.)

Location: Cantonment Exchange, Jalan Ipoh, 51200 Kuala Lumpur (On-site)

Internship Title: Business Development / Sales Intern

Duration: 3–6 months (Flexible start dates based on university calendar)

Working Hours: Monday to Friday, 9:00 AM – 6:00 PM

Allowance: RM500 – RM1,500 per month (depending on performance and duration)

Key Responsibilities:

- Engage with qualified leads via calls, emails, and meetings to introduce company products/services.
- Build and maintain strong client relationships by understanding needs and delivering excellent service.
- Develop and implement sales strategies to meet sales targets and drive revenue growth.
- Prepare proposals, quotes, and presentations that highlight the value of our offerings.
- Record and manage sales activities, client interactions, and opportunities in the CRM system.

Learning Objectives

- Gain hands-on experience in B2B business development and digital sales strategy.
- Develop communication, negotiation, and relationship management skills.
- Understand CRM systems, client prospecting, and proposal preparation.

Eligibility Criteria

- **Field of Study:** Diploma or Degree students in:
 - Business Administration
 - Marketing
 - Sales & Management
 - Communications
 - Entrepreneurship
 - or related business fields

- **Skills & Attributes:**
 - Good communication (spoken & written) in English and Bahasa Malaysia
 - Eager to learn, proactive, and results-driven
 - Basic knowledge of sales principles or customer engagement is a plus
 - Proficient in Microsoft Office (Word, Excel, PowerPoint)
 - Team player with the ability to work independently
 - CRM experience (optional but beneficial)
- **Availability:** Able to commit 3–6 months internship
- **Internship Agreement:** Willing to sign agreement if required by university

FULL-TIME OPPORTUNITIES AVAILABLE

We are also open to offering full-time employment to high-performing interns upon completion of their internship.

Contact Person for Applications

Name: Salina Nordin

Designation: Human Resource administration

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