

# PART TIME PEMBANTU OPERASI JUALAN 11.11



RM 9/Jam (Latihan)  
RM 11/Jam (Jualan)  
*(Pembayaran gaji akan dibuat dalam masa 48 jam selepas habis latihan & jualan)*



Block A Mapletree Seksyen 23,  
Shah Alam



1 Hari sahaja (17 Oktober - 3 Nov)  
*(Boleh pilih 1 hari untuk latihan)*



Shif 8.30 Pagi - 5.30 Petang  
*(Shif Latihan)*

Tarikh Jualan: 10 - 15 Nov 2022

Shif A: 7.30 Malam - 7.00 Pagi

Shif B: 7.30 Pagi - 7.00 Malam  
*(Shif boleh pilih)*

## Skop Kerja

- ✓ Memilih, mengumpul & membungkus barang
- ✓ Menyediakan & Menyelesaikan pesanan untuk dihantar atau diambil oleh kurier mengikut jadual yang ditetapkan
- ✓ Mengikut peraturan yang ditetapkan



## Kelayakkan

- ✓ Boleh bekerja dalam shift
- ✓ Lelaki & Perempuan layak untuk memohon
- ✓ Warganegara Malaysia yang berumur 18-40 tahun sahaja



## Maklumat Tambahan:

- Kasut getah Zalora / T-Shirt boleh dibeli semasa pendaftaran
- Makanan disediakan
- RM 10 (Elaun Shif Malam - Shif A)

Untuk maklumat lanjut boleh hubungi:

012-6901244 (Nureena)  
012-4271244 (Tasha)



## SALES & MARKETING INTERNSHIP



**On-site at Solaris Mont Kiara**



**3 - 6 months**



**In English, Malay, Mandarin**



**RM 800**

### Requirements:

- Preferably from any field related to business and marketing
- Must have own car (travel required)
- Skills needed: Business Intelligence/Data Analysis, Professional Skills, Work Ethic, Self-Confidence, Negotiation, Presentation Skills, Sales, Salesforce, Handling Pressure, Interpersonal Skills, Commercial Awareness, Client Servicing

### Job Descriptions:

- Organise sales visits
- Demonstrating and presenting products
- Establish new business
- Maintain accurate records
- Attend trade exhibitions, conferences and meetings
- Review sales performance
- Negotiate contracts and packages

### Benefits:

- Mentorship
- On Job Training
- Networking
- Hired as Full-time
- Upskilling Training
- Certificate of Apprenticeship

**Submit your application:**

[bit.ly/JoinApprenticeship](https://bit.ly/JoinApprenticeship)



## KITCHEN HELPER INTERNSHIP



On-site at Bandar Utama/Taman Tun/Sri Hartamas/KLCC



In English



RM 800, 1 meal/shift

### Requirements:

- Preferably diploma and above
- Willing to join the program for 3-6 months period
- Skills needed: communication, interpersonal skills, team-oriented, physical stamina, detail-oriented and self-motivated

### Job Descriptions:

- Properly cleaning and sanitising all food preparation areas according to established standards of hygiene
- Washing and appropriately storing all cooking appliances, instruments, utensils, cutting boards and dishes
- Assisting the Cook with the preparation of meal ingredients
- Sweeping and moping the kitchen floors and wiping down kitchen walls
- Assisting with the unloading of delivered food supplies
- Organising and correctly storing food supplies
- Promptly transferring meal ingredients from storage areas to the kitchen as per the Cook's instructions

### Benefits:

- Mentorship, On Job Training, Networking, Hired as Full-time, Upskilling Training and Certificate of Apprenticeship

Submit your application:

[bit.ly/QworkHospitality](https://bit.ly/QworkHospitality)





## GRAPHIC DESIGN INTERNSHIP



**On-site for TusStar Malaysia, Petaling Jaya**



**In Mandarin & English**



**Monthly Allowance**

### Requirements:

- Fresh graduate are welcome to apply
- Minimum Diploma degree or bachelor degree
- Preferably from Graphic Design, Visual Communication Design background or similar
- Skills needed: Graphic Design and Design, Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Adobe Premiere, Adobe After Effects, Adobe XD, Blender, Handling Pressure

### Job Description:

- Responsible for applying artistic and design principles to develop an array of visual assets for commercial use, such as product packaging, websites and marketing materials

### Benefits:

- Mentorship
- On Job Training
- Networking
- Hired as Full-time
- Upskilling Training
- Certificate of Apprenticeship

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## INTELLECTUAL PROPERTY INTERNSHIP



**Remote/WFH for Vince Chong Partnerships**



**In English**



**Monthly Allowance**

### Requirements:

- Preferably bachelor degree from Law or Politics
- Skills needed: has good command of English (written), good research skills, fast learner

### Job Descriptions:

- Drafting of relevant agreements (corporate and commercial related, where applicable of low confidentiality nature)
- Conduct of trademark search and drafting of trademark search reports
- Assist with preparation of relevant reports and media statements (where applicable) pursuant to stakeholder engagements and internal discussions related to good regulatory practices (regulatory Impact assessment, behavioural insights etc)
- Drafting of articles for marketing purposes for the firm
- Assist with research and tabulation of results from research

### Benefits:

- Mentorship, On Job Training, Networking, Hired as Full-time, Upskilling Training, Certificate of Apprenticeship

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## GRAPHIC DESIGN INTERNSHIP



**On-site at Persiaran Bandar Utama, Selangor**



**In English**



**Monthly Allowance**

### Requirements:

- Preferably from Graphic Design, Visual Communication Design background or similar
- Skills needed: Graphic Design and Design, Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Adobe Premiere, Adobe After Effects, Adobe XD, Blender, Handling Pressure

### Job Descriptions:

- Understanding project requirements and ideas
- Using graphic techniques to create drafts
- Pitching creative concepts
- Collaborating with the team to launch projects
- Using feedback from other designers to improve
- Applying artistic and design principles to develop an array of visual assets for commercial use

### Benefits:

- Mentorship
- On Job Training
- Networking
- Hired as Full-time
- Upskilling Training
- Certificate of Apprenticeship

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## ASSISTANT ENGINEER INTERNSHIP



**On-site at Oasis Damansara**



**3 - 6 Months Period**



**In Mandarin & English**



**Monthly Allowance**

### Requirements:

- Degree in Mechanical/Mechatronics/Electrical/Robotics Engineering student (3rd or 4th years will be preferable)
- Able to read and write Mandarin
- Competent in Microsoft Words/PowerPoint/Excel and 2D AutoCAD

### Job Descriptions:

- Collaborating with other engineers and workers to design, develop, test, and improve products and engineering processes
- Performing regular inspections of equipment and scheduling maintenance or repairs
- Inspecting inventory and reporting inconsistencies as well as ordering more materials
- Producing CAD drawings according to specifications
- Evaluating all products and processes and ensuring standardization of quality assurance measures
- Participating in various learning experiences (workshops and training sessions)
- Calibrating and troubleshooting equipment as required

### Benefits:

- Mentorship, On Job Training, Networking, Hired as Full-time, Upskilling Training, Certificate of Apprenticeship

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## ADMIN INTERNSHIP



**On-site Taman Kaya, KL**



**11AM - 7PM**



**In English**



**Monthly Allowance**

### Requirements:

- Kelayakan lepasan Diploma
- Umur 21 ke atas - 45 ke bawah
- Pengalaman dalam sektor Pendidikan, Vokasional dan Pusat Latihan

### Job Descriptions:

- Menjalankan tugas perkeranian, termasuk menjawab telefon dan menyediakan dokumen
- Mengekalkan akaun media sosial syarikat (Facebook)
- Mengurus laporan mingguan dan mengisi data entri
- Menyimpan rekod dan laporan terkini
- Mengetahui penggunaan MS Office (Word, Excel) dan prinsip perakaunan asas

### Benefits:

- Mentorship
- On Job Training
- Networking
- Hired as Full-time
- Upskilling Training
- Certificate of Apprenticeship

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## DIGITAL PRODUCTION INTERNSHIP



**On-site for SHUT Malaysia, Ampang**



**In English**



**Monthly Allowance**

### Requirements:

- Any major are welcome to apply
- Skills needed: Video editing (Filming, Final Cut Pro/ iMovie/ Adobe After Effects), Photo editing, Creativity, Project Management

### Job Descriptions:

- Produce digital media including photos and videos
- Take briefs from clients
- Ensure all clients are updated on the delivery of digital campaigns
- Create concepts for new digital projects
- Coordinate with project directors to guarantee the workflow, documentation and design standards are being upheld
- Prepare accurate status reports
- Ensure all content is on-brand and meets the client's requirement

### Benefits:

- Mentorship
- On Job Training
- Networking
- Hired as Full-time
- Upskilling Training
- Certificate of Apprenticeship

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## COPYWRITING INTERNSHIP



**On-site for SHUT Malaysia, Ampang**



**In Malay & English**



**Monthly Allowance**

### Requirements:

- Diploma or bachelor degree from Language, Marketing, Linguistics, Literature or similar
- Skills needed: writing/blogging, research, creativity, client servicing

### Job Descriptions:

- Create and edit original copy that is accurate, well-researched and meets company needs and deadlines
- Conduct research to formulate ideas or support writing
- Participating in the brainstorming process
- Learn about the target audience for copy
- Assist in other aspects of the creative or research processes to create cohesive, accurate content

### Benefits:

- Mentorship
- On Job Training
- Networking
- Hired as Full-time
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Internship Placement Link : [bit.ly/JoinApprenticeship](https://bit.ly/JoinApprenticeship)