

Mitsubishi Motors Malaysia Sdn Bhd, a joint-venture between Mitsubishi Corporation (Japan) and Edaran Otomobil Nasional Berhad (EON). is the distributor responsible for the import, assembly, sales and after-sales service of Mitsubishi Motors' vehicles and spare parts in Malaysia.

We invite suitable talented individuals who are result-oriented, fast-paced, committed, mature and can work as a team to join us as:

## Executive – Sales Administration

### Responsibilities:

- Assist in sales administration, vehicle allocation and sales reporting
- Monitor vehicle movement and logistics flow, AP administration, transportation, customs duties and accessories
- Plan and implement sales initiative programs to ensure achievement of sales target
- Monitor and report dealers' sales to the management on a daily basis

### Requirements:

- Degree/ Diploma in Business/ Accounting or a recognized professional accounting qualification
- Possess strong planning and organizational skills
- Result-oriented, multi tasking, self-motivated
- Computer literate

Interested applicants are invited to write-in, fax or email a detailed resume stating qualifications and experience, current and expected salary together with a recent passport-sized photograph to:

Human Resources Department

**Mitsubishi Motors Malaysia Sdn. Bhd. (680028-M)**

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