

ADVERTISEMENT FOR VACANT POSITION

POSITION : **EXECUTIVE (Marketing cum Data Analyst)**
POSITION GRADE :
VACANCY : **1**
PLACEMENT : **PSV ACADEMY**
DEPARTMENT

RESPONSIBILITIES:

- To assist in the planning, development, marketing, sales and coordination of Public Training and seminars. The incumbent is responsible for implementing and executing all advertisements and promotions of public training, Certified Person Programs, and seminars through inquiries, telemarketing, e-marketing (social media), and other promotional opportunities.
- Develop customer database.
- Make arrangements for Public Training including logistics, scheduling, preparation of training materials, and appointment of trainers.
- Conduct data analysis based on customer feedback and market surveys.

REQUIREMENTS:

- Possess a degree in Marketing/ IT / Mass Communication.
- Fresh graduates are welcome to apply.
- Good in communication, both spoken and written, presentation and interpersonal skill.
- Committed, meticulous, resourceful, self-motivated and able to work independently.
- Strong command of Malay and English languages.

Head

Legal & Human Resource Department
Corporate Management Department
PSV SDN. BHD

Only shortlisted candidates will be interviewed.

Approved by:

GMD
SGI

Date: