



Mitsubishi Motors Malaysia Sdn Bhd is the official distributor of Mitsubishi Motors vehicles in Malaysia. As one of Malaysia's leading automotive company, Mitsubishi Motors Malaysia is committed to produce and sell vehicles that are technologically advanced, high in quality, performance, safety and comfort.

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

INTERNSHIP – PRODUCTION CONTROL **(based in Shah Alam)**

To support the completion of department's clerical and SOP's development which will contribute to the success of Logistics, Supplies and CKD production operation target achievement.

Responsibilities:

- To assist in establishing new SOP's development, process flow as well as to review the effectiveness of existing SOPs under Production Control Department.
- To assist in managing department clerical tasks such as filling, documentation and records.
- To monitor the shipments or delivery updates, purchase & receiving status and records.
- To assist team members with ad-hoc duties

Requirements:

- 6 months internship duration starting from August 2022 onwards.
- Studying Degree in Logistic, Supply Chain, Business Management, Engineering background or equivalent
- Willing to travel if needed.
- Willing to learn, high spirited, detailed-oriented and responsible person.
- Proficient in Microsoft Office such as Excel, Words, PowerPoint.

Interested applicants are invited to write-in, fax or email a detailed resume stating qualifications with a recent passport-sized photograph to:

Human Capital Management Department
Mitsubishi Motors Malaysia Sdn. Bhd. (680028-M)
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