



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:

DATA ANALYST INTERN CUSTOMER EXPERIENCE & DIGITALIZATION (CXDX)

As a Data Analyst Intern in the Customer Experience & Digitalization Department (CXDX) at MMM, your role will involve close collaboration with various departments. You'll do data cleaning and segmentize potential data, creating dashboards with Power BI to visualize the efficiency of departmental and companywide targets. Additionally, you'll be responsible for recording and reporting CDP data segmentation efficiency, app data, and statistical performance, along with providing status reports.

Main Responsibilities:

Customer Data Execution:

- Collaborate with core departments and the CXDX team to manage customer data and segmentation requests using the Customer Data.
- Effectively segment data for 6 core departments.
- Produce reports tracking customer data segmentation performance via Power BI dashboards.
- Continuously maintain and improve 6 Power BI dashboards (Marketing, Sales, Aftersales, Sentiment, Switch Up Campaign & MCM App Performance).
- Generate weekly, biweekly, and monthly reports using customer data and Power BI to enable managers and core users to monitor and manage departmental performances.
- To assist and be involved in the New Development System & Apps.

App Data & Dashboarding:

- Produce app data reports to update customer signups, usage, demographics, and performance using Power BI.
- Develop swim diagram blueprints for apps.
- Coordinate and support stakeholders in resolving app technical issues.
- Prepare training materials and guidelines for app stakeholders.
- Coordinate with stakeholders and vendors to update app information.
- Create and distribute in-app push notifications for marketing purposes.

Operations & Administration:

- Update and track progress in weekly meetings, ensuring timely follow-up with departments and vendors.
- Record and document meeting minutes.
- Produce & Document Filing: Recording, Generating, PPTs, Invoices, Memos, Presentations, and Meeting Minutes.
- Coordinate and prepare materials for training.

Human Capital Management Department

Mitsubishi Motors Malaysia Sdn. Bhd. (680028-M)
Level 6, Building A, Dataran PHB, Saujana Resort, Seksyen U2
40150 Shah Alam, Selangor Darul Ehsan
Tel: 03-7680 6688 | Fax: 03-7622 2238
Website: www.mitsubishi-motors.com.my
E-mail: hr@mitsubishi-motors.com.my



Requirements:

- Currently pursuing a Bachelor's degree or diploma in Data Science, Computer Science, Information Technology, or related field.
- Strong analytical skills and proficiency in data analysis tools such as Power BI.
- Familiarity with Python, HTML, CSS, PostgreSQL, Jupyter notebook, APIfy, Excel, Microsoft Words, PowerPoint, Power BI, and experience with data segmentation techniques.
- Excellent communication and collaboration skills, with the ability to work effectively across departments.
- Proactive attitude and eagerness to learn and contribute to digital transformation initiatives.
- Strong problem-solving skills and ability to thrive under tight deadlines.

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

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