



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, committed and can work as a team to join us as:

INTERNSHIP – DIGITAL TRANSFORMATION (based in Shah Alam)

This position support digital transformation initiatives through application support, UAT, documentation and AI-driven process improvement.

Responsibilities:

- Support Mitsubishi Mobile applications, internal business systems, and digital platform initiatives.
- Assist in documenting requirements, system flows, user journeys, and business processes.
- Support UAT activities, issue tracking, testing, and validation of system enhancements.
- Prepare user guides, FAQs, SOPs, training materials, and communication documents.
- Assist in tracking project progress, enhancement requests, and follow-up actions.
- Support digital adoption activities with internal departments and dealer networks.
- Assist in developing simple business applications, workflows, dashboards, or forms using Microsoft Power Platform tools where applicable.
- Research AI technologies and support AI-driven concepts, automation initiatives, and user enablement activities.

Requirements:

- Currently pursuing a Diploma or Bachelor's Degree in IT, Computer Science, Software Engineering, Digital Business, Business Information Systems, or a related field.
- Interested in digital transformation, mobile applications, business systems, and process improvement.
- Familiar with Microsoft 365 applications (Excel, Word, PowerPoint, Teams).
- Good communication, coordination, and documentation skills.
- Detail-oriented, proactive, and willing to learn.
- Able to work independently and collaborate effectively with different stakeholders.
- Basic knowledge of Power Apps, Power Automate, Power BI, SharePoint, Microsoft Forms, or app testing is an added advantage.
- Interest in AI technologies (e.g., Microsoft Copilot, ChatGPT, Generative AI) is an added advantage.

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 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