



ORTUSTECH (M) SDN BHD

We are an established Electronics Manufacturing Company located at Klang, Selangor. We are looking for highly motivated and suitable personnel to join us for the following position.

Internship for Business Studies/Administration Students

Selangor

During the internship period, you will be exposed to these areas:

Responsibilities:

- Assisting in daily warehouse operation tasks:-
 - 1) Issuance transaction
 - 2) MRO issuance
 - 3) Filing
 - 4) Others clerical tasks related in Warehouse Dept.

Requirements:

- Candidate must possess or currently pursuing a Diploma or Bachelor's Degree in Business Studies/Administration/Management, Human Resource Management, Economics, Finance/Accountancy/Banking, Commerce or equivalent.