



Host Employer:	Oka International Sdn Bhd
Internship Position:	Operation Interns
Industry	OEM, distribution and retail
Department:	Marketing
Duration:	8-10 weeks
Internship Location:	Kuala Lumpur, Malaysia
Job Code:	A1022
Company Website:	www.okainternational.com

Oka International involves in OEM, retail marketing and online marketing for small innovative appliances

Job Summary

Assist CEO in preparing for operation SOPs and assist in daily operations

Related Disciplines

FB, FH

Key Duties and Responsibilities

Key Responsibilities:

Assist in SOP for licensing and franchising, stock management, deliveries and customer enquiries and after sales service

Job Requirements:

Essential Attributes:

Operations savvy, Integrate IT system will be advantage

Language Requirements

Chinese and English. Extra language is a plus.

Working Days and Working Hours

Monday to Friday, 9am to 6pm

Benefits provided, if applicable

RM1000 allowance. Can assist to look for accommodation nearby.