JOB VACANCIES

Scientific Publication Development Bureau

UMS

Staff on Text Book Development Devision

Qualification

- Candidate must posses at least Bachelor Degree in any Field
- 2. Fresh Graduate are welcome
- 3. Require Skill (s): Administration
- 4. Preferably staff with good communication skill

- 5. Good English both writing and speaking
- 6. Strong organisation skill
- 7. Detail oriented with the ability to multitask
- 8. Proficient in Microsoft Office suites, especially Excell and Word.

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