

JOB VACANCIES

Holding the future and sustainability at heart, Interhill Group is a corporation based in Sarawak, involved in the business of sustainable forestry development and property development. In the development of a sound and successful business which respects the needs of all stakeholders. We believe in building our people, our community and our business.

1. SALES EXECUTIVE (Kuching)

Requirements & Job scope:

- Possess a Degree/ Diploma in Sales qualification or equivalent.
- At least 2 years and above working experience in PROPERTY sales.
- Required language(s): Chinese, English, Bahasa Malaysia.
- *Experience in property sales will be an added advantage.*
- Willing to work on weekends and/ or public holidays and/or travel (Roadshows)
- Good in communication and interpersonal skills, sales skills, presentation skills, negotiation skills.
- With leadership skills to lead sales team and hands-on sales experience.
- Able to liaise effectively with relevant authorities and consultants.
- Self-motivated, resourceful, dynamic, communicative and client-oriented.
- Applicant must be willing to work in Sarawak, KUCHING.
- This is a **High Incentive/Commission Basis** job position

2. SALES ADMIN (Kuching)

Requirements:

- Possess at least a Diploma/ Advanced/Higher/Graduate Diploma/Degree in Business Studies/ Administration/Management qualification or equivalent.
- Fresh graduates are encouraged to apply or with 2 years and above working experience in the related field for this position.
- Required language(s): English, Chinese, Bahasa Malaysia.
- Required skill(s): MS Word, MS Excel, PowerPoints (Photoshop and Graphic Design skills is an advantage)
- To provide sales administration works support in documentations and submission process.
- To coordinate all internal sales team meeting requests and paperwork.
- To monitor of credit control roles relating to billings, reminders, receipts and collection of payments
- To maintain and update sales progress information and records
- Candidate must be willing to work in Sarawak, KUCHING.

Interested candidates are invited to write in giving full personal/ academic details, copies of relevant certificates, testimonials, employment history, current and expected salaries, telephone contact and a recent passport-sized photograph (n.r) with **white background**. Only shortlisted candidates will be contacted for interviews.

Group HR
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