

We are a dynamic and rapidly growing consultancy company specialized in assisting business entrepreneurs to apply for those SMEs funds and schemes promoted by Government (Governmental & Islamic). Our company was awarded "The 4th Asia Pacific/Malaysia e-Entrepreneur Excellence Award", "The 4th Asia Pacific International Honesty Enterprise-Keris Award", "The 3rd Asia Pacific Super Excellent Brand, Service Excellent Award", "The 6th Malaysia 100 Outstanding SMEs Golden Bull Award 2008" and "The SME 100 Awards 2009: Malaysia's Fast Moving Companies".

In line with our expansion, we are now looking for suitable candidates to fill in the following positions:

Credit & Marketing Executive/Senior Executive

(Johor - Bandar Seri Alam, Johor Bahru)

Job Responsibilities:

- To assist Client in the preparation of documentation for loan or grant applications;
- To prepare business plan or credit write up for the consideration of the Financial Institutions ("FIs")/ Development Finance Institutions ("DFI");
- Making presentations to the FIs and/or DFIs on behalf of the Client and performing all relevant facts and also the necessary follow-up action for the loan applications; and
- Liaising with all the parties' solicitors, the FIs and/or DFIs on behalf of the Client, for loan release and final disbursement.

Requirements:

- A recognized degree in Accounting, Banking, Finance or Business Studies / Administration / Management or equivalent professional qualifications. Accounting qualification will be given top priority.
- Compulsory language(s): English (Oral & Written), Chinese (Oral).
- Must possess strong analytical and writing skills, computer literate and able to maintain confidentiality.
- Integrity, independent, initiative, self-motivated, good interpersonal and communication skills.
- Preferably able to start work immediately. Preferred female.
- Fresh graduate are also encouraged to apply.

Attractive remuneration and benefits package includes:

- Competitive high salary with EPF & SOCSO
- Overseas Trip
- Medical benefit
- High Annual Leave
- 5 working days

All the application and enquiry will be treated as Private & Confidential. Only shortlisted candidates will be notified. Interested candidates are to email/send in comprehensive CV and a recent photograph to:

The Executive Director

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