Internship for IT Students
Department HR [hr@minconsult.com]

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Sent: Monday, July 15, 2019 12:22 PM
To: Unit Perhubungan dan Latihan Industri PSIS

Dear Sir/Madam,

Warmest greetings from MINCONSULT SDN BHD.

We are delighted to offer Internship program for final year students in Information Technology program.

Here are the information for your kind perusal.

1. Technical Support Trainee

Role and responsibilities:
- Management and maintenance of IT related equipments and infrastructure
- Liaise with vendor for hardware and software support
- Performs and monitors daily data backup
- Troubleshoots PC, peripherals and network related issues
- Provide helpdesk and system support to users
- Maintains and updates IT documentation
- Maintains and updates IT inventory
- Handle general IT support related matters
- Intranet and website update

Qualifications and Requirements:
- Currently pursuing a Diploma or Bachelor's Degree in Computer Science / Information Technology or similar discipline
- Knowledge skills – MS Windows, MS Office applications, network infra-structure, database system
- Internship for duration 3 - 6 months
- Allowance – Diploma (RM500)
  - Degree (RM1,000)
- Availability – 1 intern ✓

To find out the background details of our company, you may refer to our website www.minconsult.com

We would appreciate it if you could spread the information to your students and encourage them to send their CV/Resume to hr@minconsult.com

Do contact us if you have any enquiries.

We look forward to hear from you.

Thank you.