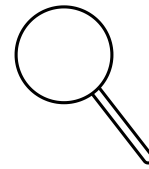


# WE ARE HIRING

INTERN

HR AND ADMIN



## What we are looking for:

- Ensure documents are well-organized and properly filed.
- Maintain HR databases and personnel records.
- Assist in implementing HR policies and procedures.
- Respond to customer inquiries promptly and professionally.

 Training will be provided.

 Fresh Graduates are welcomed to apply!



**H : 017-5972988 (Jaylee)**  
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