



Yes Support Services SdnBhd

Yes Support Services SdnBhd from Johor Bahru Malaysia, is a leading 3C in IT product. A retail chain in Consumer Electronics (Audio & Visual), Computers and Cameras in year 2004. For the moments, Yes Support is constantly looking out for expansion opportunities in Malaysia and carries a huge range of products ranging from the latest home entertainment systems and computing technology & Camera to the most stylish and innovative home appliances available. Yes Support endeavors to provide the most current product innovations and advancements from the market brands. We provide our customers with quality products and friendly service in every days. Due to Company expansion, currently we are looking for keen and enthusiastic candidates who are ready to tackle the challenge of growing our business beyond current expectations.

招聘有意者加入我们的行列!!!

Retail Operation Manager

Johor

Responsibilities:

- Manage retail sales team to deliver effective retail shop management and customer services at retail outlets.
- To ensure excellent standard of sales outlets in terms of presentation, display, maintenance and customer services.
- Responsible for driving team to achieve sales, profitability and business goals without compromising services excellence.
- Responsible for day to day smooth running of retail outlets including staff management and training and operational issues.
- Suggest sales driven promotional activities.
- Manage and maintain healthy stock control procedures at all retail outlets.

Requirements:

- Minimum Diploma with 3 years of working experience in retail environments.
- Preferably those who are hand-on and have knowledge in managing retail outlets.
- Sales driven and target oriented.
- Must be computer literate and willing to travel.
- Applicants must be willing to work in Johor Bahru.
- Good command of English and Bahasa Melayu.
- **Understanding of Mandarin is an added advantage.**
- Full-Time positions available.

Interested candidates please apply online or walk-in for an interview at our headquarter @ No.27, Jalan Sasa 6, Taman Gaya, 81800 UluTiram, Johor. Or direct contact Ms. Wee 607-8636188 or send your resume through email: elisawee@yessupport.com.my



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Accounts cum Admin.Assistant

Johor

Responsibilities:

- To issue cash sales/invoice/official receipt from System, whenever necessary.
- To submit weekly inventory report.
- To submit periodic claim for AR payment (AEON/EPP)
- To submit warranty form to relevant vendor.
- To keep proper filling for all the relevant accounting and administrative documents.
- To assist in all relevant accounting and administrative matter.
- To assist in all the account reconciliation, whenever applicable.

Requirements:

- Candidate must possess at least a Professional Certificate, Diploma, Advanced/Higher/Graduate Diploma, Finance/Accountancy/Banking, Business Studies/Administration/Management or equivalent.
- Required skill(s): Word Perfect, MS Excel.
- Required language(s): Bahasa Malaysia, Chinese, English
- At least 3 year(s) of working experience in the related field is required for this position.
- Preferably Junior Executives specializing in Finance - General/Cost Accounting or equivalent.
- Full-Time positions available.
- Understand chinese is an added advantages.

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Business & Development Executive

Johor - Desa Cemerlang -- Taman Gaya

Responsibilities:

- Responsible for overall business performance of AEON, P1, Astro, Extended Warranty in all branches.
- To manage & lead the Sales team to achieve the given Group of AEON, P1, Astro, Extended Warranty's Sales Target.
- Ensure store front and display content are current, accurate and aligned to our marketing campaigns in all outlets.
- Conduct regular coaching and motivate sales team on how to promote and selling AEON, P1, Astro, Extended Warranty package to the customer.
- Participate in all product training arranged by internal or external parties.
- **All other ad hoc jobs as assigned by superior.**

Requirements:

- Candidate must possess at least a Professional Certificate, Diploma, Advanced/Higher/Graduate Diploma, Bachelor's Degree, Post Graduate Diploma, Professional Degree, any field.
- Required skill(s): MS Office.
- Required language(s): Bahasa Malaysia, Chinese, English
- At least 2 year(s) of working experience in the related field is required for this position.
- Applicants must be willing to work in Desa Cemerlang -- Taman Gaya.
- Preferably Senior Executives specializing in Marketing/Business Development or equivalent.
- Full-Time positions available.

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Retail outlets:-

- (1) KSL - 2 Positions Available**
- (2) TESCO KULAI - 2 Positions Available**
- (3) TESCO BUKIT INDAH - 2 Position Available**
- (4) KIPMART TAMPOI- 2 Positions available**

Sales Assistant

MYR 1600 - 4000 (+OT+COMM.+BONUS+.....)
Johor

Responsibilities:

- To promote and sell IT and consumer electronic products at the retail outlet.
- Carry out sales to meet company's target.
- To serve and update customers with regards on sales promotion information such as latest model, promotions.
- To assist stocks take.
- To participate in sales campaigns, promotion and product launching.
- To perform such other functions as may be assigned by supervisor from time to time.

Requirements:

- Candidate must possess at least a Diploma, Advanced/Higher/Graduate Diploma, any field.
- Required language(s): Bahasa Malaysia, English and **MUST BE ABLE TO SPEAK MANDARIN.**
- At least 1 year(s) of working experience in the related field is required for this position.
- Applicants must be willing to work in **TescoKulai, KSL, Tesco Bukit Indah, KipmartTampoi.**
- Preferably Junior Executives specializing in Sales - Retail/General or equivalent.
- Encourage Fresh Graduate to apply.
- **8 Full-Time positions available.**

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Retail Outlets :-

(1) KSL - 2 Positions Available

(2) KIPMART MASAI - 2 Positions Available

IT TECHNICIAN (Retail IT Business)

Johor

Responsibilities:

- Day to day troubleshooting of PC and windows related problem.
- To perform other functions as may be assigned from time to time.

Requirements:

- Candidate must possess at least a Diploma, Advanced/Higher/Graduate Diploma, Computer Science/Information Technology or equivalent.
- At least 1 year(s) of working experience in the related field is required for this position.
- Preferably Junior Executives specializing in IT/Computer - Hardware or equivalent.
- Applicants must be willing to work in **KSL, KipmartMasai**.
- 4 Full-Time positions available.
- Those without qualification but have experience are encouraged to apply.
- Able to work independently & efficiently in a team environment.
- School leavers are welcome.

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