



The secret of joy in work is
contained in one word - excellence

HITACHI
Inspire the Next

JOB VACANCIES

Executive cum Secretary

The Challenges

- Secretarial duties such as hotel & travel arrangement, Japanese accommodation, guest arrangement.
- Assist Education Center in terms of any promotion or activities.

Requirements

- Degree in Human Resource or Diploma in Secretarialship
- Fresh Graduates are encouraged to apply
- Age above 23 years old

Interested candidates kindly submit your application to:

**Human Resource Department
HITACHI AIR CONDITIONING PRODUCTS (M) SDN BHD
No 10 Jalan Kemajuan, Kawasan Perindustrian Bangi,
43650 Bandar Baru Bangi, Selangor Darul Ehsan.
Tel : +603 8925 6611 (Ext. 1902)
Fax: +603 8925 4203**

[Only short listed candidates will be notified]

*Hitachi intends to be the catalyst for a changing society.
As society changes, so will Hitachi.*