

Junior Assistant- Marketing Department

Male/ Female (3) Post

Job Description

- Knowledgeable in customer complaints service.
- Assisting with consumers' promotion campaigns to improve transactions.
- Record the inventory (POSM) in/ out list.
- Studying MPU services and the nature of business.
- Supporting team members in completing their work.

Job Specification

- Working experience of 1 year (in any field) or fresh graduate.
- Computer (MS Word, Excel, PowerPoint).
- Good communication and interpersonal skills.
- Strong attention to detail and willingness to learn.
- Applicants must be under 25 years of age

Benefit

- Meal & Transportation Allowance
- Organizational refreshment
- Learn new Skills on the job

Working Hours(9:00 AM to 5:00 PM)

Off Day (Saturday, Sunday & Public Holiday)

If you are interested in this position, please contact us at this email (mpuadmin@mpu.com.mm) before 18th July 2025.