

1. Management Trainee x 5

This Management Trainee is a 2-3 years training program which is designed to provide a high-quality mentorship and on-the-job training in the electronic discipline.

Job duties:

The Program will begin between July and August 2019. You will

- Undergo the on-the job training, cross-functional attachments, special projects / assignments and real case projects;
- Attend periodic evaluations;
- Work in different departments to gain perspectives;
- Handle assigned tasks to gain familiarity
- Work with other superiors to plan and direct the work of the organization
- Might relocate to overseas facilities or frequent travel to developing countries

Requirements:

- Bachelor's degree or above from an accredited university
- First Honour is definitely an advantage and highly preferred
- Fresh graduates or candidates with less than two years' working experience
- Excellent command of English, Chinese (Mandarin, Cantonese), additional language is an advantage
- Strong self-motivation and drive to achieve excellence
- Excellent interpersonal and communication skills
- Energetic, responsible and strong team-players
- Willing to work in China, overseas

2. R&D Engineer or Product Engineer x 5

Job duties:

- Perform product development activities including design, architecture, and implementation;
- Participate in new product development process, including concept design; scheduling, development, testing, maintenance and support;
- Source and test new component;
- Understand the requirements for a product, including target environment, performance criteria, and competitive issues
- Travel to overseas might require

Requirements:

- Bachelor's Degree in Electronic Engineering, Product Design, Engineering, Physics or relevant disciplines
- 0-5 years of working experience in product design and development
- Good command in English and Chinese
- Good communication and presentation skills
- Self-initiative and responsible
- Interested in product development
- Knowledge of industrial quality requirements and safety standards would be a definite advantage
- Willing to work in China

3. Sales & Marketing Executive x 5

Job duties:

- Identify customer needs and build strong relationships with clients;
- Develop new business opportunities and expand customer base;
- Assist in developing and implementing marketing activities to achieve business targets e.g. exhibitions or explore new marketing channels;
- Consolidate and prepare sales reports and meeting;
- Support marketing analysis / presentations;
- Participate in ad hoc tasks and special assignments;

Requirements:

- University graduate, preferably major in Marketing, Business, Finance or related disciplines
- Solid experience in sales, marketing or customer services is an advantage
- Self-motivated, independent and able to work under pressure
- Strong communication, interpersonal and presentation skills
- Good command of English and Chinese
- Willing to work in China, overseas

4. Supply Chain Executive

Job duties:

- Coordinate with internal departments and overseas branches to ensure logistics related matters;
- Monitor and manage on shipment KPI reports;
- Assist in logistic tenders and evaluate the best logistics solution;
- Gather shipments data and prepare reports;
- Participate in different development projects and make proposition of supply chain solutions and production process;
- Coordinate with factories on warehouse matters;
- Travel to overseas might require.

Requirements:

- University graduate, preferably major in Supply Chain Management, Business or related disciplines
- Knowledge of International logistics is preferred
- Good interpersonal and communication skills
- Self-motivated with strong sense of responsibility
- Good command of English and Chinese
- Proficiency in Microsoft Suite
- Willing to work in China

5. Assistant Admin & Management Officer

Job duties:

- Provide full range of administrative support to the senior management;
- Prepare documents for daily operations;
- Update and maintain various internal record;
- Coordinate with sales and service staff for operations arrangement;
- Coordinate and follow up with clients in global market and teams to support service for logistic arrangement and events;
- General office administrative works

Requirements:

- University graduate, with minimum 1 year of working experience related to administration, operations, or customer services
- Strong communication skill and good command of written English
- Able to multi-task with good time management
- Detail-minded and well-organized
- Willing to work in China