

VACANCY BULLETIN

PSDC (PENANG SKILLS DEVELOPMENT CENTRE) was established in 1989 and is the first tripartite, industry-led skills training and education centre in Malaysia. Since its inception, the PSDC has grown phenomenally to become the premier learning institution in the country, dedicated to meet the immediate human resource needs of the business community and to support and strengthen business requirements. It has attained both national and international recognition as a truly successful example of shared learning and a model institution for human resource development to be emulated within and beyond Malaysia. We are currently seeking suitable candidates to join our organization in the following position:

Senior Executive

Responsibilities:

- Business development for training programs
- Program coordination
- Liaison with trainers and customers
- Documentations

Requirements:

- At least a Degree in Business Administration or equivalent
- Able to multitask
- Strong social skills
- Fluent in English and Bahasa Malaysia
- Knowledge in Chinese dialect is an advantage

Interested candidates are invited to apply online or write-in with a full resume stating qualifications, contact number, working experience, and expected salary together with a recent passport-sized photograph to philip@psdc.org.my or to the following address:



PSDC (Penang Skills Development Centre)

1, Jalan Sultan Azlan Shah
Bandar Bayan Baru
11900 Bayan Lepas, Penang
Tel: 04-643 7909
Contact Person: **Philip**