

### **Job Vacancy**

We are a potable water supply company responsible for the production and distribution of potable water in the urban areas of Miri, Bintulu, Limbang and Samalaju. We invite highly enthusiastic and motivated individuals to fill in the following position:

1)	<p><b>Customer Service Assistant – Miri Area Office</b></p> <p><u>The Job</u>  Reporting to the Customer Service Supervisor, the incumbent is to manning the Customer Service Counter, handling to consumer's report/ complaint/ request and other related activities.</p> <p><u>Qualification/Requirements</u></p> <ol style="list-style-type: none"> <li>1. SPM with credit in Bahasa Malaysia and English.</li> <li>2. Good command at spoken and written Bahasa Malaysia and English. Ability to communicate in local dialets would be an added advantage.</li> <li>3. Ability to respond tactfully and courteously to the public in answering complaints and enquires.</li> <li>4. Minimum 2 years experience in relevant field.</li> <li>5. Computer literate.</li> <li>6. Possess valid B2 &amp; D driving licence.</li> <li>7. Familiar with Miri.</li> <li>8. Willing to work at odd hours.</li> </ol>
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Remuneration shall commensurate with qualification and experience. Interested candidates are invited to submit a detailed resume with recent passport-sized photograph (n.r.), relevant certificates, current and expected salaries **not later than 4 November 2024** to:

**Senior Manager, Human Resource and Administration**  
**LAKU Management Sdn. Bhd.**  
6th Floor, Soon Hup Tower, Lot 907, Jalan Merbau, 98000 Miri.

or email: laku.jobs@lakumanagement.com.my

*(only short-listed candidates will be notified)*