



Way of Life!

**PT. Suzuki Indomobil Motor
PT. Suzuki Indomobil Sales**

As a response to the global transformation and to extend our perspectives in Suzuki's Business Growth, We are searching for a high competent individual to be part of our organization growth for the following position :

Recruitment and Training Staff

Role:

- Ensure the fulfillment of recruitment
- Handle training activities

Requirements:

- Maximum 27 years old
- Hold minimum a Bachelor degree in Psychology/Management/Industrial Engineering from reputable university with minimum GPA 3.00
- Have minimum 1 – 2 years working experiences in recruitment and training areas
- Fresh graduate are welcome to apply
- Familiar with mass recruitment
- Able to make training need analysis, training module, conduct training, etc
- Skill in planning and data analysis
- Good communication skills and team work
- Multitasking, detail oriented and self motivated
- Computer Literacy (Ms Office)
- Fluent in English (both spoken & written)
- Have valid driving license (SIM A)

This is an exciting opportunity and if you have a passion for growing with us, please submit your comprehensive resume (with detail qualifications and previous work experiences) and recent photograph (**max 200 KB**), to:

Email at talent.suzuki@suzuki.co.id

Or visit our website : <http://career.suzuki.co.id>

Not later than : **November 25, 2017**

- Only short-listed candidate will be notified -