

Hong Kong Christian Service
Centre for Harmony and Enhancement of Ethnic Minority Residents (CHEER)

Employment Vacancy

Part I : Employer Information

Company Name : <u>Sugo Industrial Co. Ltd</u>	Trade : <u>Manufacturing</u>
Company Address: <u>Unit K, 22nd Floor, King Palace Plaza, 55 King Yip Street, Kwun Tong, HK</u>	

Part II : Vacancy Information

Job Title : <u>Sales & Marketing (Indian/Filipino)</u>	No. of Vacancy(ies): <u>1</u>
Job Duties : <ul style="list-style-type: none">● <u>Customer service, Support sales team daily tasks.</u>● <u>Prepare sales orders/Purchase orders Participate in trade fairs.</u>● <u>Other Adhoc jobs, assigned by the manager</u>● <u>(Must be fluent in written & spoken business English)</u>	
Contract of Employment : <u>Full-time</u>	
Work Place: same as above	
Working Hours : <u>5 1/2 working days per week</u> : <u>Regular hours 9:30am-6:30pm Mon to Friday, 9:30am to 1:00pm Sat</u>	
Basic Salary : <u>HK\$12,000-HK\$14,000 per month</u> Other benefit(s)/allowance(s) :	
Required Education : Diploma/Certificate	
Working Experience : 2 years	
Language Requirement : <u>Ability to Listen & Speak</u> English <input checked="" type="checkbox"/> Fluent	<u>Ability to Read & Write</u> Chinese <input checked="" type="checkbox"/> Able to Read English <input checked="" type="checkbox"/> Able to Read & Write
Other Entry Requirements: <ul style="list-style-type: none">•••	

Part III: Job Application Method

Applicants can apply the vacancy by: Contact <u>Mr. Shah</u> at E-mail: cv@sugo.com.hk Send the resume to <u>Mr. Shah</u> at E-mail: cv@sugo.com.hk

Posting date until: **8/7/2018**