



## **INDOMOBIL GROUP**

**“We are one of the largest and most reputable automotive group in Indonesia dealing with well known automotive and heavy equipment brands. In line with our expansion plan and our current strong growth, we are looking for highly qualified people to join our dynamic team within the subsidiaries in various business fields including car and equipment distribution, after market parts business, as well as financial services and car rental.”**

### **SECRETARY – STAFF (F6)**

#### **PERSYARATAN JABATAN :**

- 1. D3 Akademi Sekretaris (Terutama STIKES Tarakanita)**
- 2. Usia max. 25 th**
- 3. Jenis kelamin : Perempuan**
- 4. Pengalaman min. 1 th sebagai sekretaris**
- 5. Menguasai bahasa Inggris (aktif dan pasif)**
- 6. Menguasai Ms. Office**
- 7. Berpenampilan menarik**