



In line with our regional growth, we are looking for dedicated and passionate individuals to fill the position of: -

Associate – Customer Care, Inbound (Contract) (GHL – Bandar Sri Damansara)

Job Responsibilities:

- To handle all enquiries from customers and merchants.
- Record details of all inquiries, comments and complaints from customers and merchants.
- To provide support and user guidance for GHL and e-pay terminals, services and products.
- Assist in any ad-hoc tasks as and when is assigned by immediate superior.

Job Requirements:

- Candidate with at least one (1) year of working experience in customer service is preferred.
- Experience in a call or contact center environment will be an added advantage.
- Candidate must good in multitasking and ability to resolving conflict and problem for customers and merchants.
- Good telephone etiquette, interpersonal and communication skills.
- Well verse in English, Bahasa Malaysia and Chinese.
- Good in computer literate and able to work as a team.
- Willing to work on shifts including night shift for male candidate.
- Minimum six (6) months contract position available.
- Working location: Kepong Bandar Sri Damansara, Kuala Lumpur.

Education Requirements:

- Candidate must possess at least a minimum SPM or above level in any discipline or equivalent.



GHL the ASEAN payment people



Interested candidates are encouraged to apply, please fax or email your applications (with cover letter, updated resume, certificates or relevant documents and 1 recent passport-sized photograph) to:

GHL SYSTEMS BERHAD (293040-D)

Human Resources Department

No. C-G-15, Block C, Jalan Dataran SD1,
Dataran SD, PJU 9, Bandar Sri Damansara,
52200 Kuala Lumpur, Malaysia.

Tel: 03-6286 3388

Fax: 03-6280 2999

Email Address: hr@ghl.com

Website: www.ghl.com

***Please be informed that only shortlisted candidates will be notified.**

