



# JOB ANNOUNCEMENT

**United Mercury Group (UMG)** is a well-known and leading company for selling heavy constructive machinery and equipment in Cambodia. We're now seeking for dynamic, competent and potential candidates to work with us in the post of **Service Manager (1 post)**.

## **JOB DESCRIPTIONS**

1. Prepare plan and guidelines for Service Department
2. Maintain and control work flow of services
3. Assign and follow up team work
4. Share and train subordinates to improve/develop capacity of work
5. Improve/Develop daily work with creative idea
6. Report and cooperate with related departments
7. High self-motivated and result oriented
8. Other duties assigned by Country Manager/Chief Operation Officer

## **JOB REQUIREMENTS**

- 1- MBA/Bachelor degree of any fields
- 2- 3 years of working experiences in retail, automotive or constructive field
- 3- Age of 25-35 years old
- 4- English literacy (other language is a plus)
- 5- Computerize in Ms. Office (other programs are advantages)
- 6- Good communication with flexibility
- 7- Hard working and can work under pressure with strong commitment
- 8- Honesty, time management and team work

Interested candidates are invited to apply by sending your CV and Cover Letter with current photo and expected salary to Human Resource Department at #48, National Road No.4, Sangkat Chom Chao, Khan Dangkor, Phnom Penh, Cambodia or email: [hcmanger@umg.com.kh](mailto:hcmanger@umg.com.kh) / [admin.hr@umg.com.kh](mailto:admin.hr@umg.com.kh), Tel: 071 33 22 122/093 609 232

**“All application (CV & Cover Letter) should better combined in one file of Word or PDF”**  
**“Only short listed candidates are contacted and dated by phone for interview”**

**Deadline: 31<sup>st</sup> October 2015 at 17:00PM**