



# INTERNAL VACANCY NOTICE

**ROT Clerk**  
**(Female/Male : 2 kekosongan)**  
**Based in West Port (Pulau Indah)**

The HRD invites suitable candidate to fill the above position :

## Responsibility:

- Update ROT received into Maximas system.
- Attend customer emails in regards to any inquiries.
- To reply customer emails.
- To assist on Data Entry.

## Requirement:

- Minimum SPM or its equivalent.
- Able to communicate in English or Bahasa Malaysia.
- Computer literate.

*Interested candidates are required to submit their resume or application form to Human Resource Department*

*For further information, kindly contact*

**Ms Bathma/Ms Suhada @ 03-51920000**

**Email: [suhada@integrated.my](mailto:suhada@integrated.my)**

