

刊登日期：2019年3月5日  
空缺編號：1902/J036



離島婦聯  
www.oiwa.org.hk

公司名稱：EUROGROUP FAR EAST LTD.

空缺名稱：Online Business Assistant (E-commerce)

公司性質：商業

空缺數目：

- Handle data operation such as collection & cleansing and provide analysis reports, Handle orders, enquiries and complaints from customers
- Responsible for preparing product listings in website
- Communicate with off-shore and local vendors & Handle ad hoc task
- Full Time, 工作地區：TST

### 入職條件

- 學歷要求：Diploma/Bachelor Degree in Business/E-Commerce/Marketing or related discipline
- 工作經驗：1 – 2 years relevant experience in E-commerce/Online Marketing
- 其他要求：Proficient in verbal and written English with strong communication and interpersonal skills, Sophisticated user of popular social media platforms (e.g. Facebook, Instagram) is preferred & Logical, self-motivated, positive, flexible, independent

### 薪酬及福利

- 其他福利：We offer competitive remuneration package and fringe benefit to the right candidates. The successful candidates will be employed on a 6-months full time contract basis, which is renewable to permanent status subject to appointee's performance and Company

如閣下對以上職位有興趣，歡迎到本會櫃位或使用「[網上登記表](#)」登記。

