

Graphic Designer

Job Description

- Responsible to conceptualize, design, develop layout and production of all marketing communication and support material for both printed and electronic media.
- Excellent knowledge in layout principles and esthetic design concepts to meet specific commercial or promotional needs such as brochures, buntings, banners, packaging, displays etc.
- Develop graphics and layouts for product illustrations and prepares rough sketches of material for review and improvement till final approval.
- Review final layouts, proof reading of promotional materials and suggest improvement before final printing is granted.
- Study illustrations and photographs to plan presentation of materials, products for exhibitions and trade fairs.
- Observing, receiving, analyzing information and evaluating results in enhancing the creativity in designing
- Maintain archives of images, photos or previous work products.
- Manage and update the company's social media; Facebook and website.
- Ability to perform video shooting and editing before publicizing.
- Others Ad-hoc task related to graphic design.

Job Requirement

- Candidate must possess at least a Bachelor's Degree/Professional Certificate or Diploma in Art/Graphic Design/Creative Multimedia or equivalent
- Must have strong knowledge and skills in Adobe Photoshop and Adobe Illustrator and proficiency in video editing software
- Ability to generate creative and innovative ideas, concepts and designs
- At least 2-3 years working experience in related field would be of an added advantage
- Excellent communication skills in Chinese, English and Bahasa Malaysia
- Must have positive attitude, motivated, disciplined, willing to learn, hardworking and ability to meet tight deadlines and schedules
- Able to work under pressure, work independently, for long hours

Sales Strategist

Job Description

- To identify, develop and establish sales for targeted market.
- To strategize sales opportunity to achieve sales target and objective.
- Responsible in sales collection and adhere to credit control policies.
- Prepare reports by collecting, analyzing and summarizing information.
- To establish and build strong customer network.
- Maintain quality of service by establishing and enforcing organization standards.
- Contributes team effort by accomplishing related results as needed.

Job Requirements:

- Candidate must possess at least a Bachelor's Degree, Diploma, Business Studies /Administration/Management or equivalent.
- Key Skill(s): specializing in sales – Industrial selling or equivalent
- Required language(s): Chinese, English, Bahasa Malaysia
- Well versed on Microsoft Words, Excel, PowerPoint, Outlook
- Hardworking, confidence, excellent interpersonal skills, good attitude, maturity, perseverance, result oriented, positive and self-motivated
- 1-2 years of working experience in the related field would be an added advantage

Please e-mail or write-in with a detailed resume including present & expected salary, contact number and passport-sized photograph to:

The Human Resource Department
Linaco Resources Sdn Bhd (87964-M)
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