

Indonesia's leading language centre wishes to recruit:

Customer Relations Assistant

Requirements:

- Able to communicate in English
- 22 - 30 years of age
- Work experience in a related field essential
- Excellent interpersonal skills
- Well-groomed, pleasant personality, and positive attitude
- Familiar with MS Office
- Able to start work immediately

Please send your application, together with a full C.V., photograph, expected salary and the names of two referees who have known you in a professional capacity, to:

IALF Surabaya
Jl. Ngagel 133 D-G
Surabaya
Indonesia

hrdialfsby@ialf.edu



Closing date: 30 September 2017
Only short-listed candidates will be contacted