



**Mitsubishi Motors Malaysia Sdn Bhd** is the official distributor of Mitsubishi Motors vehicles in Malaysia. As one of Malaysia's leading automotive company, Mitsubishi Motors Malaysia is committed to produce and sell vehicles that are technologically advanced, high in quality, performance, safety and comfort.

We invite suitable talented individuals who are result-oriented, fast-paced and committed to join us as:

## **ASSISTANT MANAGER (SALES TRAINER)**

### **Training Dept**

**(based in Kota Damansara)**

Responsible for designing, developing, and delivering learning solutions that improve the skills and knowledge of our dealer staff, including Sales Consultants and Sales Managers. Additionally, responsible for organizing reward programs and competition events for Sales Consultants.

#### **Responsibilities:**

##### **1) Stakeholders (Training Programs)**

- Plan and deliver all training sessions for Sales Consultants.
- Plan and execute the Sales Manager Workshop for Sales Manager.
- Support e-learning development programs; creation and upload of training content, quiz/exams, database management.

##### **2) Training & Development (Sales Consultant)**

- Conduct On Job Evaluations (OJE)
- Plan and execute the Reward Program
  - a) Developing the program scheme and terms and conditions for qualification.
  - b) Winners' selection.
  - c) Managing the reward program

##### **3) Internal Process**

- Review all soft skills training programs on a regular basis with team.
- Review and provide a report for each training conducted.
- Update Sales Consultants attendance records and update profiles through the LMS system
- Collaborate closely with the Sales Dept to analyze training needs and achieve targets for coverage, retention and productivity.
- Support execution of other tasks relating to department and company.

#### **Human Capital Management Department**

Mitsubishi Motors Malaysia Sdn. Bhd. (680028-M)  
Level 6, Building A, Dataran PHB, Saujana Resort, Seksyen U2  
40150 Shah Alam, Selangor Darul Ehsan  
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### **Requirements:**

- Bachelor's degree in business management, Marketing, Communications or a related field; preferably in Automotive industry.
- Minimum of 3 to 5 years of experience in Sales, Soft Skill Training, Online Marketing or a related field.
- Proficient in organizing training programs and delivering impactful presentations with body language.
- Possesses a strong grasp of sales techniques, strategies, and methodologies.
- Proficient in communication and presentation skills in both Bahasa Malaysia & English including written and verbal communication
- Highly committed, results-oriented, and computer literate.
- Has a pleasant personality, works well in a team, and can work independently.
- Experienced in online marketing, particularly on platforms such as Facebook, Instagram, and TikTok.
- Certification in sales training, soft skills, Emotional Intelligence (EQ), or a related field is an advantage.
- Proficient in using various training tools and platforms, such as Microsoft Office Teams
- Strong interpersonal, organizational, and time management skills
- Pleasant personality, ability to work independently and collaboratively with team members.
- Willingness to travel and work flexible hours as needed
- Certification in sales training, coaching and preferably in related field

Interested applicants are invited to write-in, fax or email a detailed resume stating qualifications with a recent passport-sized photograph to:

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