

Officer - Business Operations

Responsibilities

- · Overseeing process documentation and updating ERP system and Excel files.
- Assisting in perpetual counts and relevant audits wherever necessary.
- · Collaborating with departments to gather and analyse required data.
- · Undertaking field visits as required.
- Any other duties assigned as and when required.

Qualifications:

- GCE A/L qualifications.
- Proficiency in Microsoft Office applications.
- School leavers are encouraged to apply

If you wish to apply for the above post, please forward your CV to us within 7 days of this advertisement.

E-mail: recruitment@brownsgroup.com

Human Resources Department

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