



An AEA Company



International SOS - Worldwide Reach, Human Touch

International SOS is the world's leading provider of medical assistance, international healthcare, security services and outsourced customer care. The company was founded in Indonesia in 1984 and now employs over 10,000 people worldwide, with offices in over 76 countries. The company is aiming to accelerate the growth of the business across Indonesia.

We are looking to appoint new talent to join our company as:

CUSTOMER SERVICE EXECUTIVE

As **Customer Service Executive** you are part of our Assistance Center Team, where you will be put into situation that test all your skills. You may called upon to coordinate a member's medical care abroad, support a team of professionals in the field or manage remote site service delivery.

Key Skills/Qualities:

- Academy or University graduate from various majoring
- Fluent English (both written and spoken)
- Computer literate (Ms. Word and Excel)
- Strong communication and interpersonal skills
- Able to work independently on tasks at hand as well as in a team
- Strong work ethic demonstrated by behavior, appearance, attitude and initiative
- Flexibility to undertake new assignments to contribute to department improvements
- Respect confidentiality of company, medical and personal documentation
- Willing to work on shift schedule

Please send your application with the recent photograph and career details to :

PT. Asih Eka Abadi (International SOS)

Human Resources Dept.

Jl.RAMBU No 17, RT 005 RW 06, Cipete Selatan, Jakarta Selatan 12410

E-mail : hordsos_recruitment@internationalsos.com

To learn more about us please visit to www.sosindonesia.com

Or,

You could reach us on:

021-7505973 ext. 8408 (Susan), 8404 (Rucita) or 8402 (Tengku Sherina/Eri)

0811 816 4785 (Inggriani)

