



**EAN LABEL INDUSTRY SDN BHD (775648-U)**  
18, Jalan Perindustrian Desa Aman 1A,  
Taman Perindustrian Desa Aman,  
52200 Kuala Lumpur, Malaysia  
**Tel: 03-6262 2238/6263 2382 Fax: 03-6279 0793**

## **PROCESS INTERN**

### **Job Description**

- Assist in daily production operations and tasks.
- Support the production team with coordinating materials, equipment, and resources.
- Monitor the quality and efficiency of production processes.
- Perform data entry and maintain accurate documentation.
- Help organize and maintain production schedules and meet deadlines.
- Participate in inventory management and ensure proper stock levels.
- Gather data and assist in generating production performance reports.
- Collaborate with departments like graphic design, marketing, and IT.
- Perform other duties as assigned to support the production team.

### **Job Requirements**

- Currently pursuing a diploma or degree in engineering, preferably in process engineering or related disciplines.
- Strong interest in production and/or manufacturing processes.
- Ability to work effectively in a fast-paced environment and manage multiple tasks.
- Strong attention to detail with a proactive approach.
- Willingness to learn new skills and adapt to changing production needs.