



Internship opportunity

Internship of IT Department

Corporate Office

JOB HIGHLIGHTS:

Internship in Information Technology Department

Position Supervisor for Intern: IT Support

Qualifications:

- Thai National Only, Male/Female
- Having status in university 3rd and 4th Year student.
- Have approval from University/College to work with cover letter from university with signature of advisor from university.
- Having passion to learn new things from Start-up business atmosphere with Friend and Family culture.
- Study in majoring of Information Technology/ Computer Engineering or related fields.
- Having experience and knowledge in IT Support field
- Can be intern for at least 4 months
- Having strong attitude to work.
- Positive attitude, Self-development mind-set, strong service mind, patient, leadership, flexible and multi-tasking skills.
- Punctuality and team work with creativity.
- Very good in both verbal and written communication in Thai and English and inter-personal skill.
- Proficient in general computer knowledge would be prefer.

Condition:

- Normally, Working 5 days per week with 8 hours + 1 hour for lunch break (May have opportunity to work outside office to join some event, May have some opportunity to work in weekend if requested)
- Require: Resume with photo and current education transcript Internship cover letter from university (จดหมายขอความอนุเคราะห์จากทางมหาวิทยาลัย), University Evaluation form (แบบประเมินจากทางมหาวิทยาลัย)
- Application form for apply for intern from Kokotel (HR team will send to candidate)
- Able to terminate internship status if intern make violence issue or having misbehavior issue
- May request to be promoted as internship ambassador for Kokotel Thailand and will assigned to report with HR
- Will directly report between Department's Supervisor and HR Team of Kokotel Thailand

Things to learn:

- Have experience with IT support tasks
- Have experience with IT environment in hospitality industry.

Responsibilities:

- Provide end-user and problem resolution for computers, laptop/notebook computers, printers and other peripheral hardware, and software applications.
- Installing and configuring computer hardware, software, systems, networks, printers and scanners.
- Repairing equipment and replacing parts.
- Planning and undertaking scheduled maintenance upgrades.

What will we provide for intern:

- Reasonable evaluation for intern
- Certificate of completion
- Opportunity to have experience to work in Friend and Family working atmosphere with Japanese CEO
- Suggestion from HR Team

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