

# Join Our Dynamic Team

At Digicel, we are looking for dynamic people to join our growing team. This fantastic opportunity is available and if you have the ability to operate effectively in a fast paced telecommunication industry and meet the desired requirements; then we would like to hear from you.

## MARKETING EXECUTIVE

We are looking for a highly motivated Marketing Executive/s who will be responsible for creating and delivering Market ideas and activities. Creating Marketing materials, manages projects, and ensures company messages are consistent.

To be considered for this role, you have to be a self-starter in organizing the production on branded items such as merchandise. Assisting with the production of Art- work, social media, press, television and radio. Coordination of campaign launch, including development, ensuring time lines are met and work is delivered on time.

## CUSTOMER CARE EXECUTIVE - VANUATU

We are looking for highly motivated Customer Care Executive who will be responsible for providing best Customer service, handling customer complaints, process orders, and provide information about the organization's products and services and ensuring that we are providing an excellent service.

To be considered for this role, the successful candidate must have good communication skills incorporating presentation skills, negotiation and prospecting skills. We expect you to have some experience in good communication and we have a Continuous Learning Environment that will provide ongoing training.

## FINANCE EXECUTIVE - VANUATU

We are looking for a motivated Finance person who is capable of processing customer invoices/credit notes, applying receipts to customer accounts on a timely basis & processing of refunds to customers. Dealing with invoices and receipts in multi currencies, preparation and investigation of debtors reconciliations, & prepare month end reports for debtors balances. This person will also assist with debtor maintenance or set up of new customers on accounting system, liason with customers where applicable, accountable for the continuous improvement of the Accounts Receivable function & weekly reporting on Aged Debt & Collections.

To be considered for this role the successful candidate must have good communication skills experience in processing invoices in a high volume transactions environment. Highly organized and efficient, good attention to detail and working to tight deadlines, good time management skills, team player and good excel skills.

## CORPORATE CARE EXECUTIVE - VANUATU

We are looking for a highly motivated Corporate Care Executive who will be responsible for attracting potential customers by answering product and service questions, suggesting information about other products and services, open customer accounts by recording account information and maintains customer records by updating account information. This person will also be responsible to resolve product or service problems by clarifying the customer's complaint, determining the cause of the problem;, selecting and explaining the best solution to solve the problem and expediting correction or adjustment.

To be considered for this role the successful candidate must have good communication skills, product Knowledge, Quality Focus, Problem Solving, Market Knowledge, Documentation Skills, Listening, Phone Skills, Resolving Conflict, Analyzing Information and multi-tasking.

**Please submit your applications by Friday 23rd July 2021.**

By post to:

**Human Resources Manager, Digicel Vanuatu Limited  
PMB 9103, Port Vila**

By email to: [Elizabeth.Leodoro@digicelgroup.com](mailto:Elizabeth.Leodoro@digicelgroup.com)

**Digicel (Vanuatu) Limited is an Equal Opportunity Employer.**



  
**Digicel**  
**Better Together**