



ECHEZ SOLUTIONS SDN BHD  
Licensing Consultant

#### General Description:

- Consulting regarding customers software licensing needs
- Direct customer contact
- Executing Licensing verification, rollout and transfer of licensing documents from the customer
- Creating documentation and reports of licensing procedures
- Liaising with customers to meet their specific needs with software licensing

#### Specific Functions:

- To handle inbound and outbound calls.
- To input accurate data into system to ensure that history of engagement is visible and in tandem from the first call till the last
- To have an eye for Data Accuracy and pays attention to details.
- An active listener and has good communications skills.
- Able to handle difficult engagements and turn it into an opportunity conversion.
- Has determination to excel in the software licensing field.
- Meticulous and disciplined.

#### Background Requirements:

- Education: Preferably someone from a computer or IT background.
- Experience: Candidates who have relevant experience in similar role or in a position requiring a high level of expertise in Microsoft Excel and good communication skills. Well versed in English is an essential be it through tele communication or writing.

#### Other requirements:

- Candidates must possess at least a Diploma certificate in any field, preferably IT
- Full-time position(s) available
- At least 2 years of working experience in the related field
- Required language: English