INTERNSHIP OPPORTUNITY

Clinic Assistant - Intern

Type of Vacancy : Internship
Preferred education level (s) : Diploma, Degree
Preferred Major (s) : Art & Design , Psychology, Traditional Herbal

马光医药有限公司
Ma Kuang TCM Sdn. Bhd.

Organization details :

Company : Ma Kuang TCM Sdn Bhd
Website : https://www.facebook.com/MaKuangTCMmy/about/
Address : 1F-022A & 1F-023, (Sutera Mall), No.1, Jalan Sutera Tanjung 8/4, Taman Sutera Utama

Job Responsibility :

1. Provide excellent and friendly frontline customer service
2. Attend to enquiry via phone calls
3. Schedule patient's appointment
4. Process invoice and payment collections
5. Dispense medication and maintain inventory levels
6. Basic housekeeping
7. Assist with clinic opening and closing
8. To perform other duties as assigned

Job Requirements and Qualifications :

1. Basic IT knowledge
2. Pleasant personality, cooperative and work well with co-workers
3. Be open to learning new things
4. Self-motivated and sales driven with a positive attitude

Benefits : -

Person-in-charge :

Name : Amanda
Contact No. : 011-6749 7080
Email : hr@makuang.com.my

MA KUANG TCM

马光中医

Company Profile of Ma Kuang Group

Expanding Across Asia

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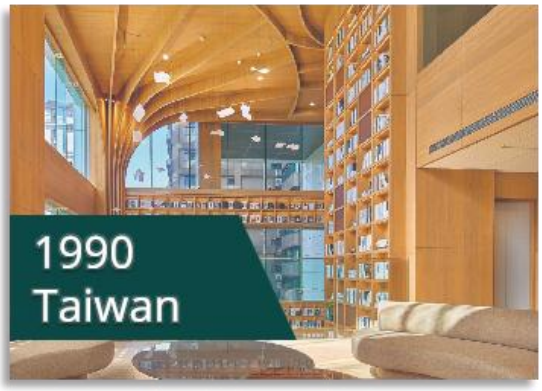
1. Ma Kuang in Overseas 海外马光



Ma Kuang Healthcare Group was founded in 1990 in **Penghu** County, **Magong City, Taiwan**. We've grown into a leading healthcare provider with a network of **23 clinics.**

马光保健集团于 1990 年在**台湾澎湖县马公市**成立。我们已发展成为拥有 **23 家诊所**的领先医疗服务体系。

Opening of the first TCM clinic in **Middle Road, Singapore**. Expansion to more than **30 clinics**, becoming the biggest healthcare group of TCM clinic.

在**新加坡密驼路**开设第一间中医诊所，诊所扩

Started to prepare IPO and enter **China mainland** market to set up office in **Tianjin**, with total of **15 clinics**.

开始办理台湾股票公开发行，并着手进军**中国**，设立**天津**办事处，目前已开设 **15 家诊所**。

2. Company Overview 企业简介

From Taiwan to the World: Creating a Legendary TCM Chain

Established in 1990 in Magong, Taiwan, Ma Kuang TCM has championed the philosophy of compassionate care for over 35 years. In 2024, it launched its 23rd clinic in Taipei's Xinyi District. The brand entered Singapore in 1999, marking the beginning of its rapid expansion and recognition, including accolades such as the "Top 50 Private Enterprises," "Promising Brand Award," and "Superbrands Award." With nearly 30 clinics, it now stands as Singapore's largest TCM network. In 2010, Ma Kuang expanded to Tianjin, China, operating 15 clinics to date.

Today, Ma Kuang officially enters Malaysia, reinforcing its position as a leading international TCM brand—dedicated to delivering safe, professional, and modern Chinese medicine to communities worldwide.

从台湾到国际，缔造中医连锁传奇

1990 年，马光中医发源于台湾澎湖县马公市，35 年来秉持“善待患者”的核心理念，深耕中医医疗服务。2024 年，马光于台北信义区设立第 23 家诊所，持续拓展服务版图。1999 年，马光进驻新加坡，迅速发展，陆续荣获「私人企业前 50 强」、「潜质品牌奖」及「超级品牌奖」等殊荣。迄今在当地设有近 30 家诊所，成为新加坡规模最大的中医医疗体系。2010 年，马光再拓疆域，进军中国天津，目前已设有 15 家诊所。

如今，马光中医正式登陆马来西亚，进一步巩固其国际连锁中医品牌领导地位，致力为当地民众提供安全、专业、现代化的中医疗法。

Company Overview 企业简介

2.1 General Information 基本信息

- Company Name **企业名称**

  Ma Kuang TCM Sdn. Bhd. 马光中医私人有限公司

- **Year Established 成立年份**

  2020

- Business Registration Number **商业注册编号**

  202001010760 (1367080-U)

- **Office Address 办公室地址**

  0319, 3rd Floor, Indah Walk 3, Jalan Indah 15, Bukit Indah 81200 Johor Bahru.

- **Contact Number 联系号码**

  011-6573 7080 (Office)

- **Official Website 官方网页**

  www.makuang.com.my

Company Overview 企业简介

2.2 Core Business 核心业务

TCM Medical Service 中医医疗服务

- General TCM Consultation 中医问诊
- TCM Internal Medication 中药调理
- TCM Acupuncture 中医针灸
- TCM Tuina 中医推拿
- TCM Aftercare 中医调养服务
- TCM Pain Management 中医疼痛管理
- TCM Weight Management 中医体重管理
- TCM Orthopedics 中医骨伤科
- General Adult Care 成人健康调理
- Women's Health 女性健康调理
- TCM Pediatric 中医儿科调理

All services are provided by MOH-registered TCM physicians and certified professional therapists, strictly adhering to the Ministry's operational standards to ensure treatment safety and effectiveness. In addition, we implement a digital medical records system to safeguard patient privacy and data security.

上述所有服务均由卫生部注册中医师及专业认证推拿师执行，严格遵循卫生部运营规范，确保治疗的安全与成效。此外，我们采用电子病历系统，以保障患者隐私与数据安全。

Company Overview 企业简介

2.3 OUR CORE VALUES 核心价值

1. Ma Kuang's core belief centers on achieving the highest levels of patient satisfaction, encompassing both physical and psychological aspects.
让马光的病患在生理上或是心理上得到最大满意，此为最高信念。

2. Ma Kuang values employee well-being and encourages a work environment that promotes enthusiasm and happiness. The company will provide resources and support systems, such as employee assistance programs, to help employees who may be facing difficulties.
马光的员工应能有热忱及快乐地工作，若发现有不快乐的员工，院方及其他员工应给予协助。

3. Ma Kuang values professionalism and its positive impact on patient care. We invest in ongoing professional development for our staff, ensuring they possess the latest knowledge and skills to deliver exceptional patient experiences.
专业是我们的坚持，院方及员工应全心投入以求专业的提升。

4. Trust, Professionalism, Service.
信任、专业、服务。

2.4 OUR VISION & MISSION 企业愿景

1. Become a leading medical service company in Asia.

成为亚洲领先的医疗服务公司。

2. Widely recognized by colleagues in the industry and become a leader in the field of traditional Chinese medicine.

受到业界同仁的广泛认可，成为中医药领域的佼佼者。

3. We continue to work hard to promote the modern development of the traditional Chinese medicine industry. By introducing modern technology, we inject the soul of the traditional Chinese medicine industry and provide better traditional Chinese medicine services.

我们继续为推动中药产业现代化发展而努力。 通过引进现代技术，注入中医药产业的灵魂，提供更好的中医药服务。

4. We believe that the breakthrough combination of the long history of traditional Chinese medicine and modern technology will give us a solid foundation to propel us to new heights.

我们相信，悠久的中医药历史与现代科技的突破性结合将为我们迈向新的高度奠定坚实的基础。

Contribution to Malaysia 对马来西亚的贡献

Since entering Malaysia in 2025, Ma Kuang TCM has been committed to supporting the country's healthcare development through the provision of safe, professional, and modernized TCM services. Our contributions include:

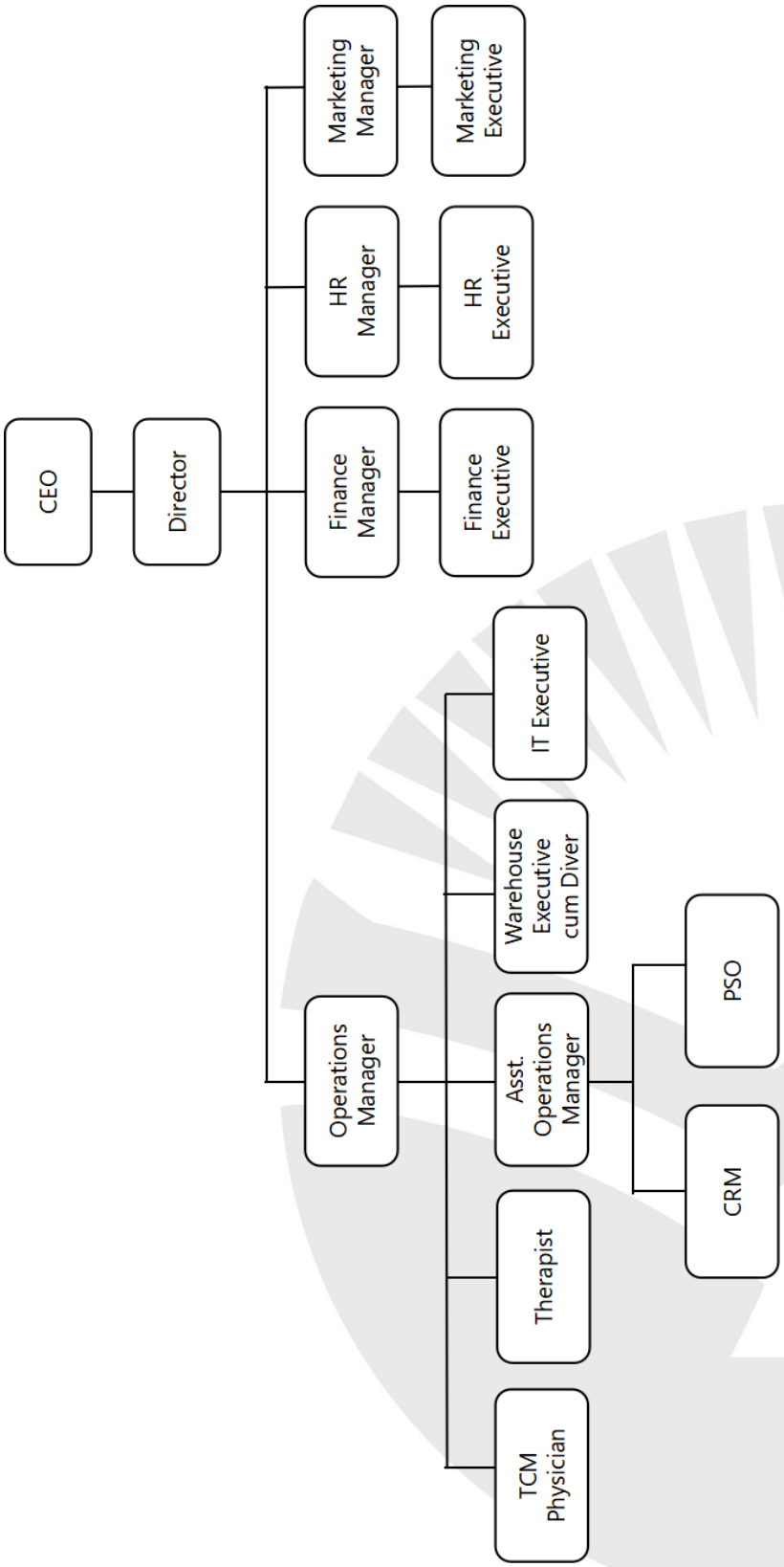
- **Job Creation & Talent Development**: We provide employment opportunities for local healthcare staff and actively nurture TCM talents through training and professional development programs.

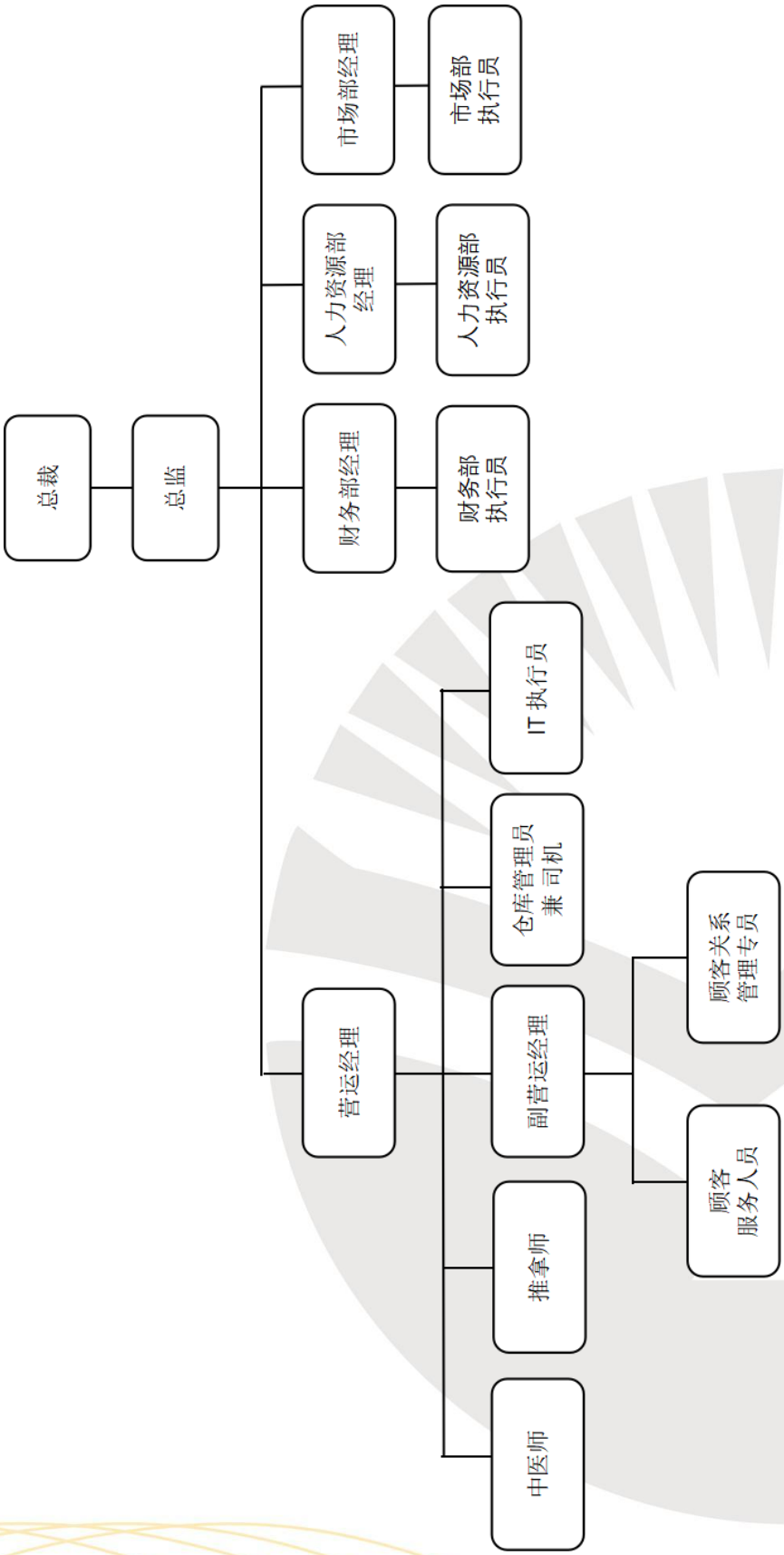
- **Support to the Healthcare Ecosystem**: By offering complementary TCM treatments such as pain management, women's health, and chronic disease support, Ma Kuang helps reduce the burden on public healthcare facilities.
- **Community Health Engagement**: We regularly organize public health talks, free consultations, and charity events to raise health awareness and benefit local communities.
- **Compliance & Standards**: All our services strictly adhere to the Ministry of Health (MOH) regulations and data privacy laws (PDPA), ensuring safe, transparent, and responsible medical practices.
- **Future Expansion**: With plans to establish more clinics nationwide, we aim to enhance accessibility to TCM services and contribute to Malaysia's vision of integrated healthcare development.

自 2025 年进入马来西亚以来，马光中医始终致力于以 **安全、专业、现代化** 的中医服务，支持国家医疗体系的发展。我们的主要贡献包括：

- **创造就业与人才培养**：为本地医疗人员提供就业机会，并通过培训及继续教育，积极培养中医人才。
- **医疗体系补充**：透过疼痛管理、女性健康、慢性病调理等中医特色服务，有效分担公立医疗体系的压力。
- **社区健康推广**：定期举办健康讲座、义诊及公益活动，提升公众健康意识，回馈社会。
- **合规与标准**：所有服务严格遵循卫生部（MOH）规定及《个人资料保护法（PDPA）》，确保医疗服务安全透明。
- **未来拓展计划**：未来将陆续在全国设立更多诊所，提升大众获取中医服务的便利性，并助力马来西亚实现融合医疗发展的愿景。

2.5 COMPANY ORGANIZATION 企业架构




总裁
总监
市场部经理
市场部执行员
人力资源部经理
人力资源部执行员
财务部经理
财务部执行员
营运经理
IT 执行员
仓库管理员兼司机
副营运经理
顾客关系管理专员
顾客服务人员
推拿师
中医师

2.6 MA KUANG CLINICS IN MALAYSIA 马光中医诊所分行列表

Ma Kuang is dedicated to bringing quality Traditional Chinese Medicine (TCM) care closer to you. Our network of clinics across Malaysia provides comprehensive TCM consultation and treatment services, supported by our team of experienced physicians and trusted healthcare products.

Each Ma Kuang clinic upholds our commitment to professionalism, safety, and patient-centered care, ensuring that you receive the highest standard of service wherever you visit us.

Find our Ma Kuang TCM Clinics at the following locations:

1. Sutera Mall
1F-022a & 1F-023, Sutera Mall, No. 1, Jalan Sutera Tanjung 8/4, Taman Sutera Utama, 81300 Skudai, Johor, Malaysia.

2. Bukit Indah
THE DASON NEXUS, Jalan Indah 15/2, Bukit Indah, 79100 Iskandar Puteri, Johor, Malaysia.

马光致力于为您提供优质的中医诊疗服务。我们在马来西亚各地设有多家中医诊所，由经验丰富的医师团队提供专业咨询与治疗，并配合优质、可靠的保健及中医药产品。

每一家马光中医诊所都秉持专业、安全与以患者为本的理念，确保您无论在哪一家诊所就诊，都能享受到同样高标准的服务品质。

马光中医诊所分行列表：

1. 五福城商场

1F-022a & 1F-023, Sutera Mall, No. 1, Jalan Sutera Tanjung 8/4, Taman Sutera Utama, 81300 Skudai, Johor, Malaysia.

2. 武吉英达

THE DASON NEXUS, Jalan Indah 15/2, Bukit Indah, 79100 Iskandar Puteri, Johor, Malaysia.

OUR PARTNERS 企业伙伴

黃耀南 中医医疗中心 Wong Yiu Nam TCM Medical Centre

G.M.P. 科達製藥股份有限公司 KO DA PHARMACEUTICAL CO., LTD.

莊松榮 Since 1873 莊松榮製藥廠有限公司 CHUANG SONG ZONG PHARMACEUTICAL CO., LTD.

港香蘭

順天堂

ANYO 安永鮮物

HI-BEAU bringing wellness to you

InBody

AITREAT ROBOTICS

APPENDIX 1 附录 1

SURUHANJAYA SYARIKAT MALAYSIA
COMPANIES COMMISSION OF MALAYSIA

COMPANIES ACT 2016
(ACT 777)

CERTIFICATE OF INCORPORATION OF PRIVATE COMPANY

This is to certify that

MA KUANG WELLNESS SDN. BHD.
202001010760 (1367080-U)

is, on and from the 4th day of May 2020, incorporated under the Companies Act 2016, and that the company is a company limited by shares and that the company is a private company.

Dated at **KUALA LUMPUR** this 23rd day of July 2025.

DIGITALLY CERTIFIED TRUE COPY

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DATUK NOR AZIMAH ABDUL AZIZ
REGISTRAR

MYDATA SSM

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MENARA SSM@SENTRAL, NO.7, JALAN STESEN SENTRAL 5, KUALA LUMPUR SENTRAL, 50623 KUALA LUMPUR.
TEL : 03-7721 4000 FAX : 03-7721 4001

APPENDIX 2 附录 2

SURUHANJAYA SYARIKAT MALAYSIA
COMPANIES COMMISSION OF MALAYSIA

Although all efforts have been carried out to ensure that the information provided is accurate and up to date, the Registrar will not be liable for any losses arising from any inaccurate or omitted information.

CORPORATE INFORMATION

Name	:MA KUANG TCM SDN. BHD.
Last Old Name	:MA KUANG WELLNESS SDN. BHD.
Date Of Change	:29-04-2025
Registration No.	**:202001010760 (1367080-U)**
Incorporation Date	:04-05-2020
Type	:LIMITED BY SHARES PRIVATE LIMITED
Status	:EXISTING
Registered Address	:NO. 21, JALAN PUTRA 2, TAMAN TAN SRI YAACOB, SKUDAI JOHOR
Postcode	:81300
Origin	:MALAYSIA
Business Address	:1F-022A & 1F-023, SUTERA MALL NO. 1, JALAN SUTERA TANJUNG 8/4 TAMAN SUTERA UTAMA SKUDAI JOHOR
Postcode	:81300
Nature Of Business	:TO CARRY ON THE BUSINESS OF WHOLESALE AND RETAIL SALE, BUYING AND SELLING OF TRADITIONAL HEALTH CARE PRODUCTS AND TRADITIONAL CHINESE MEDICINES AND SUPPLEMENTS INCLUDING PROVIDING CONSULTATIONS, PRESCRIBING MEDICINE SERVICES, ACUPUNCTURE, MASSAGE THERAPY AND BONE SETTING

DIGITALLY CERTIFIED TRUE COPY

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TEL : 03-7721 4000 FAX : 03-7721 4001

MA KUANG TCM

马光中医

医者父母心，马光最用心

Where Health Gets Better.