



SANJUNG ETIKA SDN BHD (COMPANY NO. 425444-M)
(Wholly-Owned Subsidiary of Yayasan Sarawak)

JOB VACANCY

1) Assistant Engineer

Scope of Duties and Responsibilities:-

- i. Assist engineer to manage project, repair and maintenance work.
- ii. Prepare and review technical documents, proposals, quotations, damage reports, section minutes, and annual budgets.
- iii. Coordinate projects and supervise staff and on-site work.
- iv. Plan and implement repair proposals.

Eligibility Requirements:

- i. Must be a Malaysian citizen.
- ii. Aged not less than 25 years as of the closing date of the job advertisement.
- iii. Possess at least a Bachelor's Degree in Civil Engineering recognized by the Government from a local institution or an equivalent qualification.
- iv. Have a minimum of 3 years of experience in a related field.
- v. Proficient in using Microsoft Office. Preference will be given to those skilled in AutoCAD applications.
- vi. Not registered under another company's name (Company License).
- vii. Willing to learn and committed to working.
- viii. Able to work independently with self-initiative.
- ix. Trustworthy, competitive, disciplined, and of high moral character.
- x. Able to communicate effectively and follow instructions from supervisors and management.

Interested and qualified candidates are requested to fill out the application form via the provided Google Form link below. Please ensure to upload your resume, a copy of your identification card, academic certificates, and any other relevant documents.

Application Deadline: **22nd December 2024**





SANJUNG QASTURI SDN BHD

(201501018220 (1143552-V))
(Formerly known as Sanjung Teraju Sdn Bhd)

JOB VACANCY

Job Title & Type	: Manager – Contractual (Renewable)
Job Description	: <ol style="list-style-type: none">1. As a Manager, you will be responsible for overseeing overall daily operations, managing team performance, and ensuring that our business goals are met. You will play a crucial role in strategic planning, resource management, and fostering a positive work environment.2. To report to Board of Directors on any development and ensure all governance be adhered to.
Key Responsibilities	: <ol style="list-style-type: none">1. Oversee and manage day-to-day operations of the department.2. Develop and implement strategies to achieve business objectives.3. Lead, mentor, and develop team members, ensuring high performance and engagement.4. Monitor and analyse key performance indicators (KPIs) to drive continuous improvement.5. Collaborate with all departments to ensure alignment and effective communication.6. Manage budgets, resources, and schedules to ensure efficient operations.7. Identify and resolve issues and conflicts within the team or department.8. Maintain compliance with company policies and industry regulations.
Requirements	: <ol style="list-style-type: none">1. Bachelor's degree in Business Administration, Management, or a related field.2. Minimum of 5-7 years of experience in a managerial role.3. Proven track record of successfully managing teams and achieving business goals.4. Excellent leadership and team management skills.5. Strong analytical and problem-solving abilities.6. Effective communication and interpersonal skills.7. Ability to manage multiple priorities and work under pressure.8. Proficiency in Microsoft Office Suite and reporting.
Preferred Qualifications	: <ol style="list-style-type: none">1. MBA or advanced degree in a relevant field.2. Strong financial acumen and budget management skills.3. Ability to adapt to a fast-paced and dynamic work environment.

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Application deadline: 22nd December 2024





SANJUNG QASTURI SDN BHD

(201501018220 (1143552-V))
(Formerly known as Sanjung Teraju Sdn Bhd)

JOB VACANCY

Job Title & Type	:	IT Executive (Permanent)
Job Description	:	As an IT Executive, you will be responsible for overseeing the technological infrastructure within the Sanjung Group. You will develop and implement IT Strategies that align with our business goals, manage IT operations, and ensure data security and operational efficiency.
Key Responsibilities	:	<ol style="list-style-type: none">1. Develop and implement IT strategies that support business objectives.2. Oversee IT Operations, including system updates, security improvements, and hardware / software installations.3. Manage IT Budgets and ensure cost-effective use of resources.4. Lead and mentor the IT Team, including recruitment, training, and performance evaluation.5. Maintain a proactive outlook on emerging technology trends and their potential benefits to the company.6. Set and monitor risk management policies, including data privacy and security protocols.
Requirements	:	<ol style="list-style-type: none">1. Bachelor's degree in Computer Science, Information Systems, or a related field.2. Minimum 3-5 years of experience in IT management or related role.3. Proven track record of developing and implementing IT strategies.4. Strong leadership and team management skills.5. Excellent communication and interpersonal skills.6. In-depth knowledge of computer systems, applications, and network security.7. Experience with project management and budgeting.8. Familiarity with industry standards and best practices.
Preferred Qualifications	:	<ol style="list-style-type: none">1. Relevant certifications (Professional Technologies).2. Experience in a similar role within industry.3. Strong analytical and problem-solving skills.4. Ability to work collaboratively with other departments and stakeholders. Ability to adapt to a fast-paced and dynamic work environment.

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Application deadline: 22nd December 2024

