



SARAWAK OIL PALMS BERHAD GROUP OF COMPANIES

JOB VACANCY

In line with our expansion programme, we invite dynamic individuals and suitable candidates to apply for the following positions:-

1. TRANSPORT MANAGER / ASSISTANT TRANSPORT MANAGER (1 Position) – Based in Central Workshop, Bintulu

Responsibilities:

- Manage daily trip planning and allocation according to plan schedule.
- Monitoring fleet movement / fuel consumption record.
- Monitoring driver performance, productivity and driver's arrangement.
- Coordinate with internal and external clients to ensure high level of efficiency is achieved.

Requirements:

- Candidate must possess Diploma / Certificate in Logistics Management or any engineering discipline.
- At least 3 year(s) of working experience in the related field is required for this position.
- Must be able to deal independently with other parties providing effective solutions when necessary.
- Must have good analytical, effective communication skills and able to work well with all parties.
- Must have a high level of professionalism, honesty, and excellent work ethics.
- Able to converse and write well in English and Bahasa Malaysia. Able to communicate in Mandarin is an added advantage though not essential.

2. MANAGEMENT TRAINEE (ENGINEERING) – Based in Central Workshop, Bintulu

Requirements:

- Preferably possess a Degree in Mechanical / Automotive Engineering.
- Ability to work both independently and as part of the team.
- Fresh graduates are encourage to apply.

3. FLEET TRANSPORT COORDINATOR (1 Position) – Based in Central Workshop, Bintulu

Requirements:

- Technical background and well- versed in logistic control.
- At least 2 years' experience managing a portfolio of fleet vehicles.

4. FABRICATION FOREMAN (1 Position) – Based in Central Workshop, Bintulu

Requirements:

- Technical background in Fabrication or Welding.
- Knowledge of refurbish machines, vehicle chassis/ frame reinforcement and fabricate mechanisation equipment.

5. AUTO ELECTRICIAN (1 Position) – Based in Central Workshop, Bintulu

Requirements:

- Minimum Diploma / Certificate in Electrical & Electronic / Automotive Electrical & Wiring discipline.
- Self-motivated and have high degree of discipline.
- Ability to work both independently and as part of the team.

6. SENIOR WELDER / WELDER (1 Position) – Based in Central Workshop, Bintulu / Estate Workshop

Requirements:

- Minimum 5 years' experience in Electric Arc Welding.
- Preferably possesses trade school or vocational school certificates.
- Fresh graduates are encouraged to apply for **Junior Welders**.

7. SENIOR MECHANIC / MECHANIC (5 Positions) – Based in Central Workshop, Bintulu / Estate Workshop

Requirements:

- Vocational / MLVK / Certificate in Automotive Engineering for technical institute.
- At least 5 to 7 years related working experience.
- Must be prepared to work in rural conditions.

8. MANAGEMENT TRAINEE (PLANTATION) (5 Positions) – Various Locations

Requirements:

- Preferably possess a Diploma in Plantation field.
- Must be prepared to work in rural conditions.
- Fresh graduates are encouraged to apply.

9. SAFETY & HEALTH ASSISTANT (2 Positions) – Based in Bintulu

Responsibilities:

- Enforce a safe work environment and control accidental losses in the plant through safety management to prevent fatality, disabling injuries and property damage.
- Oversee, maintain & improve the company's Safety, Health & Environment management system.
- To advice employer on the safety and health measures at the work place.
- Ensure the work area operates in full compliance with Safety and Health rules, procedures and legislation.
- Report, investigate and address promptly the substandard acts and conditions in the plant.
- Conduct risk assessment process for the organization.
- Promote & implement Safety, Health & Environment programmes, safety awareness & trainings.
- Provide leadership in the promotion of work safety culture and the implementation of all safety systems / measures to ensure a safe work environment in the plant.
- Monitor accident / incident investigation processes to ensure all incidents are reported and investigated promptly whereby causes are determined with implementation of corrective actions to prevent recurrence.
- To collect, analyse and maintain statistics or any accident, dangerous occurrence, occupational poisoning and disease which have occurred at the work place.

Requirements:

- Diploma / Certificate in Occupational Safety & Health from any institution / organization that is recognized by NIOSH & DOSH.
- 1-2 years' experience in Safety, Health & Environment related functions & system management.
- Familiar with OSHA requirements and knowledgeable in safety practices.
- Fresh graduates are encourage to apply.

10. STORE CLERK (1 Position) – Based in Bintulu

Requirements:

- Minimum SPM or equivalent; preferably with at least 1 year related working experience.
- Able to maintain accurate stock inventory record, ensure efficient & smooth operations of the store.
- Self-motivated and have high degree of discipline.
- Good spoken and written in Bahasa Malaysia and English.
- Computer literate.

Interested candidates are invited to attend **WALK-IN INTERVIEW** as schedule listed below. Please bring along a **photocopy I.C, copies of relevant certificates, testimonials and two (2) recent passport-sized photographs (n.r).**

Date : 20th December 2014 (Saturday)

Time : 8:30am - 12:00pm

1:00pm - 4:30pm

Venue : SOP Edible Oils Sdn Bhd
Lot 3144, Kidurong Industrial Estate Area,
Phase 2, 97000, Bintulu, Sarawak.

Person to Contact:

Ms. Maria/Ms. Janet

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