



SARAWAK OIL PALMS BERHAD GROUP OF COMPANIES

JOB VACANCIES

In line with our expansion programme, we would like to invite dynamic and suitable individuals to join us on board for the following positions:-

1. HEAD OF CORPORATE SUPPORT AND SERVICES

Requirements:

- Possess at minimum, a Degree in Business, Accountancy or professional bodies such as CPA/ CIMA/ ACCA/ MACPA with at least 8-10 years of working experience as Senior Manager/ Manager in related field.
- Formulate management policies, including internal and external operations, implement and ensure the adherence of such policies.
- Able to coordinate and supervise internal and external operations for organizations.
- Excellent communication numeracy and report writing skills.
- Able to work under pressure.

2. SENIOR PLANTATION CONTROLLER

Requirements:

- Possess a Degree / Diploma in Agricultural Science / Forestry/ Plantation Management.
- At least 15 years of hands on working experience and is familiar with field operational management.
- Should possess the ability of formulating and planning budgets, quality control and financial functions.
- Highly independent, multi-tasking, meticulous, agile, precise and able to evaluate projects or assignments.
- Good command in both written & spoken English and Bahasa Malaysia.

3. QUALITY CONTROL MANAGER

Requirements:

- Possess a Degree / Diploma in Agricultural Science / Forestry/ Plantation Management.
- At least 5 - 10 years of hands on working experience and is familiar with field operational management.
- Should possess the ability of formulating and planning budgets, quality control and financial functions.
- Knowledge of Safety and ISO would be an advantage.
- Understanding and excellent skills in the area of QA / QC.
- Strong understanding in process control and statistical analytical tools methods.
- Possess good planning, analytical skills, reliable and able to work with minimum supervision.
- Able to work independently and meet tight schedules.
- Good command in both written & spoken English and Bahasa Malaysia.

4. GENERAL MANAGER (PROPERTY DIVISION)

Requirements:

- Candidate must be in a position of currently managing a sizable sales budget (RM 1 billion per annum or above).
- Possess at minimum, a Degree in Civil Engineering, Quantity Surveying or Business with at least ten (10) years relevant experiences in general management with proven track record in similar function.
- Result-oriented and with leadership quality.
- Established and diverse media contacts in both national and local print, TV, radio and digital media outlets
- Strong training and presentation skills
- Excellent negotiation and sales skills.
- Must be prepared for significant travelling and time away from family.

5. SENIOR ACCOUNTANT

Requirements:

- Possess a Degree in Accountancy from recognized institution or professional bodies such as CPA/ CIMA/ ACCA/ MACPA or equivalent.
- At least 5 years working experience in similar capacity.
- Possess strong leadership analytical and resourceful.
- Ability to work independently and meet reporting deadlines.
- Experience with a scalable and disciplined finance function including budgeting, financial modelling, and deep data analysis.
- Exceptional communication and interpersonal skills with ability to lead projects and to interface with senior management.

6. ANALYST PROGRAMMER

Requirements:

- Possess at least a Bachelor Degree in IT or equivalent.
- Minimum 2 years full time programming experiences, but fresh graduates with excellent results and demonstrate proven programming ability will be considered.
- Must have strong .NET programming background, MVC pattern in particular, proficiency in LinQ & SQL.
- Self-starter, team player and must be willing to be allocated when required.

7. HR EXECUTIVE

Requirements:

- Possess at least a Degree in Human Resource Management or in any related field with minimum 3 - 5 years related working experience.
- Maintain confidentiality, demonstrate sound work ethics and able to perform independently.
- Good command of Bahasa Malaysia & English both written and verbal.
- Self-motivated and able to work with minimum supervision.
- Must have good analytical, effective communication skills and interpersonal skills.

8. INTERNAL AUDIT EXECUTIVE

Requirements:

- Possess at least a Degree holder with at least 1-2 years of internal or external auditing experience.
- Preferably male who are able to work independently, under pressure and within tight deadlines.
- Must have good analytical, effective communication skills and interpersonal skills.
- Willing and able to travel for assigned work.

9. SITE ENGINEER / SITE SUPERVISOR

Requirements:

- Possess a Diploma / Degree in Civil Engineering or any related discipline.
- Preferably with at least 2 years working experience.
- Fresh graduates are encouraged to apply.
- Able to work independently with minimum supervision.

10. ENVIRONMENTAL OFFICER

Requirements:

- Possess a Degree in Environmental Engineering/ Environmental Science or other related discipline.
- Must be willing to travel to rural areas.
- Must be familiar with Environmental Quality Act requirements and environmental management.
- Good sense of urgency and able to work under pressure.
- Preferably with candidates specializing in Sustainability.

11. SAFETY & HEALTH OFFICER

Requirements:

- Green Book holder.
- Possess a Diploma/ Certificate in Occupational Safety & Health from any institution/ body/ organization that is recognized by NIOSH & DOSH.
- 2-3 years of working experience in Safety, Health & Environment related functions & system management.
- Oversee, maintain & improve the company's Safety, Health & Environment management system.
- Conduct risk assessment process for the organization.
- Promote & implement Safety, Health & Environment programmes, safety awareness & trainings.

12. <u>ASSISTANT AGRONOMIST</u> Requirements: • Candidate must possess at least a Diploma/ Degree in Agricultural Science / Biotechnology / Microbiology or any other related field. • Minimum 1-2 years' experience in advisory work with an established research unit. • Experience in field research and knowledge in oil palm and sustainable agriculture will be an added advantage. • Good interpersonal and communication skills and able to work independently. • Willing to learn, self-motivated, lots of initiative and have high degree of discipline. • Willing to work and live in plantation environment. • Fresh graduates are encouraged to apply.
13. <u>RESEARCH SUPERVISOR</u> Requirements: • Minimum STPM/ SPM qualification. • Preferably with Science/ Chemistry background. • Willing to travel and must be prepared to work in rural conditions. • Fresh graduates are encouraged to apply.
14. <u>LORRY DRIVER</u> Requirements: • Minimum SPM qualification. • Must possess a full class (E) driving license with 1-2 years working experience in the related field.
15. <u>TRANSPORT MANAGER / MANAGEMENT TRAINEE (WORKSHOP AND TRANSPORTATION)</u> – To Be Based in Bintulu Central Workshop Requirements: • Candidate must possess a Degree in Mechanical & Automotive Engineering/ Diploma/ Certificate in Logistics Management or any engineering discipline. • For Transport Manager position, at least 3 years of working experience in the related field. • For Management Trainee position, fresh graduates are encouraged to apply. • Keen interest in fleet maintenance, technical and fabrication works. • Willing to travel and hands on.
16. <u>TRANSPORT COORDINATOR</u> - To Be Based in Bintulu Central Workshop Requirements: • Possess at least a Diploma/ Certificate holder. • Preferably with technical background and well - versed in logistic control. • At least 2 years of experience in managing fleet operation. • Capable of planning daily schedules/ drivers' arrangement/ monitor fleet maintenance, driver performance and productivity.
17. <u>FOREMAN</u> – To Be Based In Estate Workshop Requirements: • Vocational / MLVK / Certificate / Diploma in Automotive Engineering from technical institute. • At least 5 years hands-on experience. • Those without technical qualification, over 10 years related working experience may also be considered. • Able to lead a team of mechanics, parts ordering & control work operation. • Must be prepared to work in rural conditions.
18. <u>SENIOR MECHANIC / MECHANIC / AUTO MECHANIC</u>– To Be Based In Estate Workshop Requirements: • Vocational / MLVK / Certificate in Automotive Engineering for technical institute. • A least 2 to 7 years related working experience. • Must be prepared to work in rural conditions.
19. <u>WELDER</u> – To Be Based In Estate Workshop Requirements: • Preferably possesses trade school or vocational school certificates. • Minimum 3 years' experience in Electric Arc Welding. • Must be prepared to work in rural conditions.

20. R&D CHEMIST - To Be Based In Bintulu

Requirements:

- Possess a Degree in Chemistry, Food Science, Food Technology or other related discipline
- Interested in R&D and Technical Support.
- Good communication skill and report writing.
- Minimum 1 year experience with an established research establishment.
- Fresh graduates are encouraged to apply.

21. SHIPPING & LOGISTICS EXECUTIVE– To Be Based In Bintulu

Requirements:

- Possess a Degree in Business Administration / Supply Chain / Logistic Management or other disciplines.
- More than 3 years of related working experience in Manufacturing industry or other related functions.
- Familiar with custom procedures and regulations, experience in handling / dealing with different government agencies & knowledge in shipping / freight forwarding / transportation.
- Good command of English & Bahasa Malaysia and computer literate.

22. SAFETY & HEALTH OFFICER – To Be Based In Bintulu

Requirements:

- Green Book holder.
- Possess Diploma / Certificate in Occupational Safety & Health from any institution / organization that is recognized by NIOSH & DOSH.
- More than 5 years' experience in Safety, Health & Environment related functions & system management in project & plant operations.
- Familiar with OSHA requirements and knowledgeable in safety practices.

23. WAREHOUSE ASSISTANT - To Be Based In Bintulu

Requirements:

- Minimum SPM or equivalent
- Good command of spoken and written Bahasa Malaysia and English
- Preferably with experience but training can be provided.

24. WELDER / FITTER - To Be Based In Bintulu

Requirements:

- Possess a Vocational / MLVK / Certificate from technical institute.
- Preferably with at least 3 years related working experience.

Interested candidates are invited to write in giving full personal / academic details, copies of relevant certificates, testimonials, employment history, current and expected salaries, telephone contact and a recent passport-sized photograph (n.r) with **white background**. Only shortlisted candidates will be contacted for interviews.

Group Chief Executive Officer
Sarawak Oil Palms Berhad (7949-M)
No.124-126, Jalan Bendahara, P.O. Box 547, 98007 Miri, Sarawak.
Website: www.sop.com.my E-mail: sopbhr.recruitment@sop.com.my