



SARAWAK OIL PALMS BERHAD
GROUP OF COMPANIES

JOB VACANCIES

Sarawak Oil Palms Berhad & its subsidiaries would like to invite all qualified & interested applicants to apply for the following career opportunities:-

1. PRODUCTION MANAGER

- To Be Based In Bintulu Refinery

Requirements:

- **POSSESS** at least a Degree in Chemical / Mechanical Engineering with minimum 10 years of managerial work preferably in similar industries
- **RESPONSIBLE** to oversee and manage the full spectrum of operations, production, quality assurance and maintenance of consumer packaging plant and texturizing plant
- **ENSURE** the efficient and cost effective operation of the plant in order to meet the business demand by production of consistent quality products suitable for the market.
- **EXCELLENT** management skills: supervising, monitoring, team building and solving team issues
- **STRONG** people management and interpersonal skills

2. CONSERVATION MANAGER

- To Be Based In Head Office, Miri

Requirements:

- **POSSESS** at least a Degree or Diploma in Agricultural Science / Forestry / Plantation Management
- **MINIMUM** 3 (three) years of working experience in managerial position with conservation agriculture knowledge & familiarity in RSPO Certification & Compliance process
- **STRONG** vocational interest in nature conservation
- **STRONG** skills in planning & implementing schemes aimed at protecting, managing & improving natural habitats and also increasing awareness of conservation in the community
- **MUST BE** willing to travel frequently to rural locations

3. PR MANAGER

- To Be Based In Head Office, Miri

Requirements:

- **POSSESS** at least a Degree in Mass Communications / Public Relations or equivalent
- **MINIMUM** 5 (five) years of working experience in managerial position with corporate communications/ brand/ social media/ internal communications
- **DEVELOP** yearly PR plans and strategies and manage it accordingly
- **MANAGE** corporate events/functions/programs of the company, including media activities
- **EXCELLENT** interpersonal skills, able to build good relationship internally and externally

4. ASSISTANT PRODUCTION ENGINEER

- To Be Based In Bintulu Refinery

Requirements:

- **POSSESS** at least a Degree in Mechanical / Chemical / Electrical Engineering with preferably at least 1 (one) year of working experience
- **GOOD** in communication & computer skills (Microsoft Word, Excel, Email)
- **POSSESS** own transport and able to work night shift
- **ABILITY** to speak in Mandarin would be an added advantage
- **FRESH** graduates are encouraged to apply for **MANAGEMENT TRAINEE (PRODUCTION)** position

5. BUSINESS DEVELOPMENT EXECUTIVE

- To Be Based In Head Office, Miri

Requirements:

- **POSSESS** at least a Degree in Business Administration, Management, Marketing or equivalent
- **AT LEAST 2** (two) years of working experience in handling marketing, sourcing & sales related task
- **REQUIRED** language(s): English, Mandarin & Bahasa Malaysia.
- **GOOD** communication and inter-personal skills
- **MUST** be willing to travel from time to time (including rural locations)

6. DIGITAL MARKETING EXECUTIVE

- To Be Based In Head Office, Miri

Requirements:

- **POSSESS** at least a Degree in Marketing or Information Technology or related field
- **AT LEAST 1** (one) year of relevant experience in e-commerce operations, preferably in the FMCG environment or related field
- **HANDS-ON** experience with social media platforms such as Instagram, Twitter, Facebook, and others
- **IMPLEMENT** digital marketing activities across a broad range of digital marketing channels (SEO, SEM, Social Media, and Email etc.)
- **MAINTAIN** and supply content for the company's website
- **LIAISE** with external parties including advertising and media agencies and website vendors

7. MARKETING SUPPORT EXECUTIVE

- To Be Based In Head Office, Miri

Requirements:

- **POSSESS** at least a Degree in Business Administration, Marketing, or a related field
- **AT LEAST 1** (one) year of relevant experience in marketing, preferably in the FMCG environment or related field
- **TO** oversee and develop marketing campaigns / promotional activities and identify new market opportunities
- **TO** handle and support sales and marketing functions
- **TO** travel to destinations and local/international markets as and when is necessary

8. ASSISTANT MILL ENGINEER

- To Be Based In Mill Locations

Requirements:

- **POSSESS** at least a Degree or Diploma in Mechanical / Chemical / Electrical Engineering with preferably minimum 3 (three) years of working experience in Palm Oil Refinery / Mechanical / Palm Oil Milling
- **MUST BE** prepared to work in rural locations
- **ABILITY** to speak in Mandarin would be an added advantage
- **FRESH** graduates are encouraged to apply for **MANAGEMENT TRAINEE (ENGINEER)** position

9. TRANSPORT MANAGER / ASST. TRANSPORT MANAGER

- To Be Based in Bintulu Central Workshop

Requirements:

- **POSSESS** at least a Degree in Mechanical & Automotive Engineering / Diploma / Certificate in Logistics Management or any engineering discipline
- **MINIMUM 3** (three) years of working experience in the related field

10. MANAGEMENT TRAINEE (WORKSHOP)

- To Be Based in Bintulu Central Workshop

Requirements:

- **POSSESS** at least a Degree in Automotive / Mechanical Engineering
- **FRESH** graduates are encouraged to apply

11. MEDICAL ASSISTANT

- To Be Based in Clinic in Beluru Region

Requirements:

- **POSSESS** at least a Diploma in Medical Assistant or professional certificate & must be a Member of Medical Assistant Board Malaysia
- **PREFERABLY** at least 2 (two) years of working experiences in related field
- **GOOD** communication in both Bahasa Malaysia & English
- **FRESH** graduates are encouraged to apply for the position

12. INTERNAL AUDIT ASSISTANT

- To Be Based In Head Office, Miri

Requirements:

- **POSSESS** at least a Diploma in any field
- **ABLE** to conduct & assist in audits on estate / mill / workshops / etc. on a regular basis & report of any non-compliances to management
- **GOOD** verbal & written communication skills
- **ABLE** to be a team player and work independently
- **ABLE** to travel for assigned work from time to time

13. SR. MECHANIC / MECHANIC

- To Be Based In Bintulu Central Workshop / Estate Workshop / Mill Workshop

Requirements:

- **POSSESS** at least a Vocational / MLVK / Certificate / Diploma in Automotive Engineering
- **MINIMUM** 2 (two) years of working experience in diagnosing, repairing & replacing components for Agricultural Tractor, Trucks or Light Vehicles

14. FIELD SUPERVISOR

- To Be Based In Estate Locations

Requirements:

- **POSSESS** at least a SPM / STPM / SAVTI / Institute Pertanian Sarawak Certificate / ISP Certificates
- **MINIMUM** of 5 credits including Bahasa Malaysia, English & Mathematics is required for SPM holders
- **WILLING** to learn, self-motivated & have high degree of discipline
- **FRESH** school leavers are encouraged to apply
- **TRAINING** will be provided for all successful candidates

15. SECURITY GUARD / PENGAWAL KESELAMATAN

Requirements:

- **WARGANEGARA** Malaysia (Sarawakian)
- **UMUR** tidak kurang daripada 18 tahun & tidak melebihi 35 tahun
- **BERKELULUSAN** SPM, lulus 5 matapelajaran termasuk Bahasa Malaysia & Sejarah
- **KETINGGIAN** tidak kurang daripada 163cm
- **LULUS** semua ujian fizikal dalam temuduga
- **CALON** yang berjaya akan ditempatkan di ladang atau kilang sawit SOPB

- Interested candidates are invited to submit a detailed resume stating qualification, experience & expected salaries attached together with academic certificates and results at the following link:-
 - Recruitment Email Address: sop.hr-recruitment@sopb.com.my
 - SOPB Resume Deposit: <http://www.sop.com.my/career/deposit-resume/>
 - MYFutureJobs: www.myfuturejobs.gov.my
- Only **SHORTLISTED** candidates will be contacted for interviews.

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: sop.hr-recruitment@sopb.com.my