



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:

BASED IN HEAD OFFICE – MIRI

1. CONSERVATION MANAGER / SR. CONSERVATION EXECUTIVE

Requirements:

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

2. MECHANIZATION MANAGER/ SR. MECHANIZATION ASSISTANT MANAGER

Requirements:

- **POSSESS** at least a Diploma/Degree in Mechanical Engineering / Automotive Engineering or related disciplines
- **MINIMUM** 3 years of working experience in Supervisory/Managerial Role involving in various production, crop evacuation, irrigation & harvesting equipment
- **ABLE** to analyze opportunities to enhance the roles of agricultural mechanization in sustainable agricultural intensification
- **ABLE** to implement, monitor and evaluate agricultural mechanization programs & projects to increase its efficiency and productivity
- **MUST BE** willing to travel frequently to rural locations

3. MARKETING MANAGER

Requirements:

- **POSSESS** at least a Degree in Marketing/ Business Administration or equivalent
- **MINIMUM** 1-2 years of working experience as marketing manager, preferably in the FMCG environment or related field
- **EXTENSIVE** knowledge of marketing strategies, channels and branding
- **GOOD** leadership, communication and collaboration skills
- **PROFICIENCY** in digital marketing and social media will be advantageous
- **RESPONSIBLE** in analyzing market trends and preparing forecast, generating new business leads, increasing brand awareness and market share, developing and managing the marketing department's budget

4. MARKETING EXECUTIVE (DOWNSTREAM BACK OFFICE)

Requirements:

- **POSSESS** at least a Degree in any field
- **WILL** be responsible on sourcing of crude palm oil & palm kernel and provide business support to suppliers
- **EXCELLENT** in communication and interpersonal skills
- **MUST** have good analytical, effective communication skills & interpersonal skills
- **FRESH** graduates are encouraged to apply

5. TASKFORCE MARKETING REPRESENTATIVE

Requirements:

- **POSSESS** at least a Diploma in any field
- **AT LEAST** 1 year of relevant experience in sales operations, preferably in the FMCG environment or related field
- **POSSESS** License D and able to drive/travel and work independently
- **ACTIVELY** seek out new sales opportunities, negotiate/close deals & handle complaints
- **COLLECT** market information & competitors marketing activities

6. SENIOR HR EXECUTIVE (RECRUITMENT UNIT)

Requirements:

- **POSSESS** at least a Degree in Human Resource Management or equivalent
- **AT LEAST** 3 years of working experiences in handling recruitment, staffing activities, etc
- **RESPONSIBLE** for sourcing, screening, shortlisting, and interviewing of candidates

7. ADMIN EXECUTIVE/ASSISTANT

Requirements:

- **POSSESS** at least a Degree/ Diploma/Certificate in Business Administration, Management or related field
- **PREFERABLY** at least 2 years of working experiences in related field
- **STRONG** in problem solving, critical thinking, interpersonal, verbal and written communication skills
- **EXCEPTIONAL** time, task and resource management skills
- **SELF-MOTIVATED** with high integrity and ability to work independently
- **FRESH** graduates are also encouraged to apply for the position
- **ABLE** to travel to rural locations

8. HR EXECUTIVE (FOREIGN WORKERS DEPARTMENT)

Requirements:

- **POSSESS** at least a Degree in Human Resource Management or equivalent
- **AT LEAST** 3 years of working experience in handling recruitment of foreign workers, staffing activities and onboarding
- **RESPONSIBLE** for sourcing, screening, shortlisting and interviewing of candidates
- **TO** ensure compliance in policies and procedures with regards to foreign workers issues and statutory requirements

9. RISK MANAGEMENT ASSISTANT

Requirements:

- **POSSESS** at least a Degree in any field
- **ABLE** to identify new and potential risks and threats faced by the group, and have thorough understanding of businesses and risks faced.
- **TO** compile and consolidate Group's risk into Quarterly risk management report for presentation for Committee / Audit review
- **ABLE** to execute low-medium level analysis of risk and administrative tasks related to Risk Management
- **TO** periodically test the operating effectiveness of mitigating controls identified to ascertain existence, accuracy and completeness
- **TO** engage risk owners unit within SOP towards improving risk awareness and reporting on non-compliances
- **GOOD** word processing skills, presentation skills and interpersonal skills

BASED IN BATCHING PLANT, BEKENU

10. TRUCK DRIVER

Requirements:

- **AT LEAST** 1 -2 years of related working experience
- **POSSESS** E and GDL License

BASED IN BINTULU CENTRAL WORKSHOP

11. TRANSPORT MANAGER / ASST. TRANSPORT MANAGER

Requirements:

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

12. AUTOMATIVE / MECHANICAL ENGINEER

Requirements:

- **POSSESS** a Degree in Automotive/ Mechanical Engineering
- With working experience in automotive, mechanical or fabrication related field

13. MANAGEMENT TRAINEE (WORKSHOP)

Requirements:

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

14. MECHANIZATION EXECUTIVE / SUPERVISOR

Requirements:

- **POSSESS** a Diploma / Degree in Agricultural / Engineering
- **FEW** years of experience in agriculture practice
- **KEEN** in Agricultural Mechanization Innovation
- **WILLING** to travel to rural locations

BASED IN WORKSHOP (BINTULU/ESTATE/MILL)

15. SR. MECHANIC / MECHANIC

Requirements:

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

16. WELDER

Requirements:

- Vocational / MLVK / Certificate from technical institute with at least 3 years of related working experience
- **FRESH** graduates are encouraged to apply for JR. WELDER position

BASED IN BINTULU REFINERY

17. R&D CHEMIST

Requirements:

- **POSSESS** at least a Degree in Chemistry / Microbiology / Physics / Biology / Food Science / Food Technology or related discipline
- **AT LEAST 1 - 2** years of working experience related to food, nutrition, food manufacturing and processing
- **GOOD** communication skills and report writing

18. ASSISTANT PRODUCTION ENGINEER

Requirements:

- **POSSESS** at least a Degree in Mechanical/ Chemical/ Electrical/Petrochemical Engineering or equivalent
- **GOOD** communication & computer skills (Microsoft Word, Excel, Email)
- **POSSESS** own transportation and able to **work night shift**
- **ABILITY** to speak mandarin would be **an added advantage**
- **FRESH** graduates are encouraged to apply for MANAGEMENT TRAINEE (PRODUCTION) position

19. PRODUCTION OPERATOR

Requirements:

- **POSSESS** at least a SPM certificate
- **ABLE TO** work night shifts and overtime
- **ABLE TO** work responsibly & independently with minimal supervision

20. FITTER

Requirements:

- **POSSES** at least SPM/Certificate in Welding/ Mechanical/ Fitting or equivalent
- **AT LEAST** 1 year of working experience in related field

21. ELECTRICIAN

Requirements:

- **POSSESS** at least a Diploma in Electrical Engineering or equivalent
- **AT LEAST** 1 year of working experience in related field
- **CARRY** out corrective and preventive maintenance in the Plant
- **ENSURE** all electrical works and parts repair works are in accordance with relevant safety features and standards

BASED IN METANIK MILL, MURUM

22. BOILERMAN (GRADE 2)

Requirements:

- **POSSESS** Boilerman Grade 2 certificate from DOSH
- **AT LEAST** 3 years of working experience as Boilerman
- **ABLE TO** perform daily checks, inspection & regular maintenance on boiler systems & other essential equipment
- **TO** ensure steam boiler operation is in an efficient and safe condition

23. TECHNICAL CLERK /CHIEF GRADER

Requirements:

- **MINIMUM** STPM or Certificates in Engineering
- **MUST** be prepared to work in rural conditions

24. FITTER

Requirements:

- **POSSESS** Certificate in Welding/ Mechanical/ Fitting or equivalent
- **AT LEAST** 3 years of working experience in related field

25. MACHINIST

Requirements:

- **MINIMUM** SPMV in Mechanical with at least 2 years of working experience in related field
- **MAINTAINS & OPERATES** lathe machines, drilling machine, etc
- **DO** precise measurement for samples for cutting or shaping accordingly
- **ABLE** to read particular drawing for parts machining
- **TO** plan & coordinate with maintenance team for parts required

BASED IN MILL LOCATIONS

26. ASSISTANT MILL MAINTENANCE ENGINEER

Requirements:

- **POSSESS** at least a Degree in Mechanical/ Chemical/ Electrical/ Petrochemical Engineering or equivalent
- **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

27. ELECTRICIAN

Requirements:

- **POSSESS** at least a Diploma in Electrical Engineering or equivalent
- **AT LEAST** 1 year of working experience in related field
- **CARRY OUT** corrective and preventive maintenance in the Mill
- **ENSURE** all electrical works and parts repairs in accordance with relevant safety features and standards

28. FITTER

Requirements:

- **POSSESS** Certificate in Welding/ Mechanical/ Fitting or equivalent
- **AT LEAST** 3 years of working experience in related field

BASED IN ESTATE LOCATIONS

29. FIELD SUPERVISOR

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

BASED IN CLINIC IN BELURU AND MURUM REGION

30. MEDICAL ASSISTANT

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 years of working experiences in related field
- **GOOD** communication in both Bahasa Malaysia & English
- **FRESH** graduates are encouraged to apply for the position

- Interested candidates are invited to submit a detailed resume stating qualification, experiences & expected salary attached together with academic certificates and results at the following link provided:-
 - Recruitment Email Address: sop.hr-recruitment@sopb.com.my
 - SOPB Resume Deposit: <http://www.sop.com.my/career/deposit-resume/> or you may scan the QR code at the page below.
- Only **SHORTLISTED** candidates will be contacted for interviews.

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