

# **AGENSI PEKERJAAN SGR SDN BHD** (Co. No. 1338397-X) **JTKSM 898C SIRI 0466**

## **Company Introduction:**

Extensive manufacturing services include plastic injection mould design and fabrication, a wide range of injection tonnage and finishing processes, large scale production of printed circuit boards, automated assembly and final processes of packaging and logistics.

## **Office/Management Working day per week & hours**

5.5 day (Alternate Saturday)

Mon - Friday: 8.20 AM-6.00 PM

Saturday: 8.20AM-12.30PM

**Area:** Johor

## **Company Benefit:**

**Annual Leave:** 12 Days

**Public Holiday:** 14 Days

**Additional:** AWS / Bonus: Bonus & Incentive (Depend company profit)

**Allowance:** Night shift allowance for shift workers

**Medical/Insurance benefits:** Staff Insurance Benefits

**Others:** Parking /Uniform /Canteen/Birthday Gift

**Title:** Business Development Assistant Officer/Officer

**Position:** Manager

**Salary Range:** Rm2500-4400

**No of Pax Require:** 1 pax

## **Requirement**

- Candidate must possess at least a Diploma or Advanced/Higher/Graduate in related fields.
- At least 1 - 2 year(s) of working experience in manufacturing in injection plastic / PCBA & Box Build.
- Required skill(s): Literate in MS Excel, Mandarin and English speaker.

## **Job Description**

1. Compile and analyze product related costing.
2. Prepare and compile bid tender package.
3. Generate quotation to claim customer, generate forecast sales from forecast & PO.
4. Provide cost impact to monitor the product cost movement.
5. Manage and handle business development activities.