



KEMENTERIAN SUMBER MANUSIA



PERKESO

TEMU DUGA TERTUTUP MYFUTUREJOBS

ANJURAN PEJABAT PERKESO NEGERI SELANGOR

TARIKH TUTUP PERMOHONAN

10 DISEMBER 2025

Calon yang berjaya akan
dihubungi oleh majikan.

Majikan yang terlibat:

JPM

JP METAL SDN BHD



DAFTAR SEKARANG

<https://myfuturejobs.gov.my/careerfair/>

MYFutureJobs
Penyedia Perkhidmatan Pekerjaan Negara Anda



SYAFIQ 019-254 6568

   
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Info Jawatan

POSITION	DETAILS	LOCATION
Purchasing Officer	• STPM or equivalent • Female • Have min. 3 years experience • Perform Direct and Indirect Material planning and execution to meet Production schedule • Prepare and issue purchase orders (P.O.) in compliance with company policies and procedures. • Process and monitor purchase orders, ensuring timely deliveries from suppliers. • Monitor supplier performance and resolve any issues related to delivery, quality, or documentation.	Seri Kembangan, Selangor



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Info Jawatan

POSITION	DETAILS	LOCATION
Store Assistant	• SPM or equivalent • Min. 2 years experience • Daily coordinate with Sales & Production Department on parts to be delivered based on customer Delivery Instruction. • Prepare Daily Preparation List to Storehand to get ready the goods for shipment • Issue Picklist to Sales Department to issue Delivery Order and Invoice once parts are ready to ship • To ensure completeness of documents duly signed off by customers upon shipment • To perform monthly stocks check and verify month end stocks variance & reconciliation of stocks	Seri Kembangan, Selangor



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