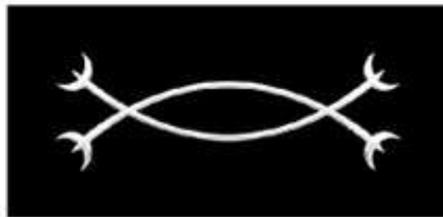




MINISTRY OF HUMAN RESOURCES



# MYFUTUREJOBS PROFESSIONAL CAREERS



CAHYA MATA™

SARAWAK

1. **Senior Manager – Commercial Contract, Kuching**
2. **Legal Counsel – Commercial Contracts, Kuching**
3. **Tax Executive, Kuching**
4. **Sales & Marketing Executive–Cahaya Mata Cement Sdn Bhd, Bintulu**
5. **Accountant, Cahya Mata Cement Sdn Bhd, Kuching**
6. **HSSE Executive, Cahya Mata Cement Sdn Bhd, Kuching**
7. **Human Resources Business Partner (HRBPs), Kuching**
8. **Head, HR Digital & People Analytics, Kuching**

SUBMIT YOUR CV TO:

[norsham.nordin@perkeso.gov.my](mailto:norsham.nordin@perkeso.gov.my)

019-329 5367

Quoting: Job Title – Candidate's Full Name in the subject line.

**LINDUNG  
KERJAYA**



## Senior Manager – Commercial Contract, Kuching

### Key Skills & Competencies

- Strong expertise in commercial, construction and project contracts.
- Excellent negotiation and stakeholder management skills.
- Strong understanding of DAL, governance and approval frameworks.
- Commercially pragmatic with strong risk judgment.
- Clear communicator, able to advise senior management and project teams.
- High attention to detail with the ability to manage multiple high-value matters concurrently.

### Qualifications & Experience

- Bachelor of Laws (LLB) or equivalent.
- Called to the Bar / admitted as an Advocate & Solicitor (preferred).
- 10–12 years' experience in commercial contracts, construction/projects or in-house legal roles.
- Experience in public-listed or group-structured organizations is an advantage.

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## Legal Counsel - Commercial Contracts, Kuching

### Key Skills & Competencies

- Sound knowledge of commercial and contract law
- Practical drafting and contract review capability
- Good understanding of governance and approval framework
- Commercially aware and solutions-oriented
- Strong organizational and stakeholder management skills
- Able to manage multiple matters with minimal supervision

### Qualifications & Experience

- Bachelor of Laws (LLB) or equivalent qualification.
- Called to the Bar / admitted as an Advocate & Solicitor.
- 5–7 years' post-qualification experience.
- Experience in in-house legal roles, commercial and/or construction practice, or project-based industries preferred.
- Exposure to group-structured or public-listed organisations is an advantage.

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## Tax Executive, Kuching

### Key Skills & Competencies

- Good understanding of Malaysian tax laws and regulatory requirements.
- Able to liaise with tax authorities, tax agents, and internal stakeholders effectively.

### Qualifications & Experience

- Bachelor's degree in Accounting, Finance, or related field.
- At least 2 years of corporate tax experience in accounting firms, with commercial exposure.
- Excellent knowledge of tax accounting, tax compliance, and tax returns. (corporate tax, SST)

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## Sales & Marketing Executive Cahya Mata Cement Sdn Bhd, Bintulu

### Key Skills & Competencies

- Good communication in English, Bahasa Malaysia and Mandarin (added advantage)
- Computer literate- Analytical, Planning & organization, Communication & networking
- Good interpersonal & writing skills

### Qualifications & Experience

- Possess a Degree in Marketing, Business or related fields
- At least 5 years of working experience in related field
- Strong analytical skills and experience in marketing campaigns (digital and conventional)

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## Accountant, Cahya Mata Cement Sdn Bhd, Kuching

### Key Skills & Competencies

- Excellent problem-solving, analytical, and critical thinking abilities.
- Strong understanding of financial reporting, auditing, and compliance with accounting standards.
- Experience in preparing and analyzing financial statements and reports.- High proficiency in accounting software and Microsoft Excel.
- Strong attention to detail and accuracy.
- Strong leadership skills and the ability to work independently and collaboratively within a team.
- Ability to handle multiple priorities and meet deadlines in a fast-paced environment.

### Qualifications & Experience

- Possess a Degree in Accounting or related field, and a relevant professional qualification (e.g., ACCA, CPA, or equivalent).
- At least 8-10 years of experience in accounting, with a strong background in external audit and commercial accounting.

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## HSSE Executive Cahya Mata Cement Sdn Bhd, Kuching

### Key Skills & Competencies

- Good interpersonal, communication and soft skills.
- Strong understanding of computer science – Google Drive, Sheet, email etc.
- Good in root cause analysis. Good leadership and coordination skills.

### Qualifications & Experience

- Worked as HSE personnel for at least 3 years in relevant industry.
- Minimum Bachelor Degree in Occupational Safety and Health Management or Environmental Management.

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## Human Resources Business Partner (HRBPs), Kuching

### Key Skills & Competencies

- Strong working knowledge of Malaysian labour laws and HR governance practices.
- Demonstrated ability to partner senior leaders and influence outcomes in a complex, operational environment.
- Strong analytical, communication, and stakeholder management skills.
- Proficient in Bahasa Malaysia and English (spoken and written).
- Comfortable operating in a fast-paced, high-accountability environment.
- Experience in large organisations, shared services, MNCs, or complex operating environments is an advantage.

### Qualifications & Experience

- Bachelor's Degree in Human Resource Management, Industrial Relations, Business Administration, or a related discipline.
- Minimum 8 years of progressive HR experience, with exposure to HR business partnering, employee relations, and workforce planning.

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## Head, HR Digital & People Analytics, Kuching

### Key Skills & Competencies

- Strong proficiency in data analytics tools (Power BI, Tableau, Excel advanced modelling).
- Experience working with cross-functional stakeholders (HR, IT, Finance).
- Strong analytical mindset with high attention to detail.
- Ability to translate data into meaningful business insights.

### Qualifications & Experience

- Bachelor's Degree in HR, Information Systems, Business Analytics, or related field.
- 6–10 years' experience in HRIS, SAP HR, or People Analytics roles.
- Hands-on experience in SAP HR or SuccessFactors implementation.

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