MINISTRY OF HUMAN RESOURCES

PERKESO

WE ARE HIRING

FOR OUR ESTEEMED CLIENTS

FYF ENERGY SOLUTIONS SDN BHD

POSITION	ACADEMIC QUALIFICATION & WORKING EXPERIENCE	WORK LOCATION
Purchasing Administrator	• *Minimum Diploma / Advanced Diploma / Higher Graduate Diploma in Business Administration, Purchasing, Supply Chain Management, or related fields.* • *Minimum 2 years and above of working experience in purchasing, procurement, inventory, or stock management is an advantage.* • *Good knowledge of stock control and inventory management.* • *Able to prepare and manage Purchase Orders (PO) and purchasing documents.* • *Good communication and negotiation skills when dealing with suppliers.* • *Proficient in Microsoft Office, especially Microsoft Excel.* • *Detail-oriented, organized, and able to maintain accurate records.* • *Able to work independently and meet deadlines.* • *Male and Female candidates are welcome to apply.* • *Chinese candidates are preferred.*	Kidurong Gateway Shophouse, 97000 Bintulu, Sarawak.

Application Due Date: 07 November 2026 (Saturday)

For any inquiries, please contact:
- Puan Nurabiatul - 019 290 3226
- Cik Diana - 019-6545640



www.myfuturejobs.gov.my/careerfair
@myfuturejobs

MALAYSIA MADANI daya cipta | LINDUNG KERJAYA | MYFutureJobs Penyedia Perkhidmatan Pekerjaan Nasional Anda

MINISTRY OF HUMAN RESOURCES

PERKESO

WE ARE HIRING

FOR OUR ESTEEMED CLIENTS

FYF ENERGY SOLUTIONS SDN BHD

POSITION	ACADEMIC QUALIFICATION & WORKING EXPERIENCE	WORK LOCATION
QA/QC Admin Assistant	• *Minimum Diploma in any relevant field, preferably in Electrical Engineering, Electrical & Electronic Engineering, or an equivalent relevant field.* • *Basic knowledge of floor plans, electrical layout plans, and schematic drawings.* • *Minimum 2 years of relevant working experience in QA/QC administration, documentation or construction-related activities.* • *Basic knowledge of QA/QC documentation and administrative procedures.* • *Proficiency in Microsoft Office and basic technical software (e.g. AutoCAD) will be an added advantage.* • *Female candidates only.*	Kidurong Gateway Shophouse, 97000 Bintulu, Sarawak.
Electrical Technician	• *Minimum SPM or SKM Level 2/3 in Electrical or a related field.* • *Knowledge of Distribution Board (DB) installation and wiring connections for both single-phase and three-phase electrical systems.* • *Candidates with relevant electrical competency certificates will be preferred.* • *Minimum 1–2 years of relevant working experience in electrical installation, maintenance, repair and troubleshooting.* • *Male candidates only.*	

Application Due Date: 07 November 2026 (Saturday)

For any inquiries, please contact:
- Puan Nurabiatul - 019 290 3226
- Cik Diana - 019-6545640



www.myfuturejobs.gov.my/careerfair
@myfuturejobs

MALAYSIA MADANI daya cipta | LINDUNG KERJAYA | MYFutureJobs Penyedia Perkhidmatan Pekerjaan Nasional Anda