



**Pembinaan BLT Sdn Bhd (PBLT)** is a company owned by the Minister of Finance Incorporated. PBLT was incorporated on 2005. PBLT constantly strives to improve its core business of delivering quality projects on time and within budget.

We are seeking passionate, dynamic, self-motivated individuals who are driven towards performance excellence for an expertise in:

## **INTERNAL AUDIT**

*(Based in Cyberjaya)*

### **Jobs Responsibilities:**

- Prepare and implement audit plans and the audit programme.
- Conduct operational and financial internal audit reviews to ensure that company's assets are protected, detect arrears of operational inefficiencies, internal control weaknesses and non-compliance with company policies and procedures.
- Prepare internal audit reports with findings and value added recommendations knowledge of the company's business.
- Interact with relevant Company's management to prepare the scoping draft of the plans audits.
- Assist in analysing risk potential and recommend appropriate audit locations and activities.
- Identify key issues and make practical and value added recommendations to Management to strengthen the internal controls.
- Assists in managing operational risks that have been identified by Management and ensure appropriate control plans are in place to reduce the risks to an acceptable level.
- Assists in conducting special ad-hoc audit assignments as and required by the Management and Audit Committee.

### **Job Requirements:**

#### **ASSISTANT MANAGER – 1 VACANCY**

- Degree in the field of Accounts/Finance/any related discipline.
- Knowledge of auditing, investigations audit and experience in forensic audit would be an added advantage.
- At least 5 year(s) of working experience in related field is required for this position.
- Analytical and inquisitive with good fact finding skills and able to work independently.
- Good leadership skills and ability to guide and motivate subordinates.
- Proactive and able to work with minimum supervision to meet tight deadlines.
- Effective interpersonal, communication and written skills.
- Pleasant personality and tactful in dealing with all levels of people.

#### **EXECUTIVE – 1 VACANCY**

- Degree in the field of Accounts/Finance/any related discipline.
- Knowledge of auditing, investigations audit and experience in forensic audit would be an added advantage.
- At least 5 year(s) of working experience in related field is required for this position.
- Analytical and inquisitive with good fact finding skills and able to work independently.
- Proactive and able to work with minimum supervision to meet tight deadlines.
- Effective interpersonal, communication and written skills.
- Pleasant personality and tactful in dealing with all levels of people.

Interested applicants are encouraged to email or fax detailed resume with current and expected salary to:

**Pembinaan BLT Sdn Bhd**

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CBD Perdana 3  
Jalan Perdana, Cyber 12  
63000 Cyberjaya  
Selangor Darul Ehsan

Tel: 03 8686 9500

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Email: [humanresource@pblt.com.my](mailto:humanresource@pblt.com.my)