

ELECTRICAL ENGINEER

1 position available - contract
(Cyberjaya, Selangor)

Responsibilities:

- The selected candidate will assist Team Unit Members for the planning, execution and completion of any tasks or assignment given by HOD effectively i.e Project Management and/or Facility Management ("FM").
- To prepare/assist/review any work output prepared by Team Unit Members prior to submission to HOD.
- Assist in managing the operational of the Team Unit Members.
- Provide technical support to the project team as and when required.
- Ensure any tasks and decision makings are made in accordance with company's policies and procedures.
- To act to all correspondences, technical submittals and reports etc. submitted by the contractor accordingly.
- To ensure the Pre-Contract, Implementation and Post-Contract stages of project/FM are in accordance with the Company's SOP, Client's needs, Contract requirements, other regulatory bodies requirements etc.
- Verification of work done by contractors/consultants/vendors for Progress Payment purposes etc.
- Oversee electrical works in project site, resolving issue and ensuring that works is completed according the specification (within the time, budget, quality of material, inspection and monitoring of maintenance schedule).
- Assist in liaison and coordination with internal and external parties, i.e. other Divisions in the company, Authorities, Clients, Consultant etc.
- Any other relevant tasks given by the Superior/Management of PBLT Sdn. Bhd.

Requirements:

- Possess minimum a bachelor's degree in Electrical Engineering.
- Minimum 8-10 years experience in Facility Management and Project Management.
- Knowledge in Auto Cad and Microsoft Project is advantage.
- Well versed in the implementation of preventive and corrective maintenance for Electrical Services.
- Effective Project Management skills.
- Possess good communication and report writing skills.
- Proactive and able to work with minimum supervision.
- Possess good interpersonal with high integrity
- Must be willing to travel.

Interested applicants are encouraged to send CV via email to humanresource@pblt.com.my

Posting Date: 03 September 2024