



TENAGA CABLE INDUSTRIES SDN. BHD. 198901012116 (189423-D)
(Anak Syarikat Tenaga Nasional Berhad)

VACANCY

ASSISTANT MANAGER (PRIVATE & SUBSIDIARY)

RESPONSIBILITIES	REQUIREMENTS
- Assist in Coordinate of Private by maintaining relationship, service, meetings and obtains requirement & info toward achieving company's target - Assist Participation in private tenders, monitor & involved in all the processes, compile all the supporting document, liase with other departments/units & submit tender document before closing date - Closely monitor production progress and product inspection (liase with other unit to ensure customer requirement met) - Arrange delivery of cables to customer Warehouse after PI done and make sure delivered in the same month of the PI - Monitor LAD and prepare for justification of delivery lateness - Assist in all processes of customer complaint (site visit approval, site visit & all related reports). Update any progress in CCR & related records. - Monitor status of contract / PO / Quotation & follow-up with customer for quotations and tenders. - Assist in participation of exhibition and seminars	- Possess at least a Bachelor's Degree in any related field or its equivalent in any field from an institution recognized by the Public Service Department (JPA) or recognized by the Malaysian Qualifications Agency (MQA). - Minimum 3 year(s) experience in related discipline. - Good discipline and responsibility. - Ability to solve problem with minimum time taken. - Ability to work in team and with minimum supervision - Proficient in English & Bahasa Malaysia. - Proficient in using Microsoft Office (MS Word, MS Excel, MS Power point) - Have good analytical skills, interpersonal skills, dynamic, motivated, initiative and able to communicate well. - Can work in a team and under minimal supervision. - Highly motivated, able to work under pressure and willing to work overtime if needed.

Interested candidates please submit your application, latest passport size photo and resume to: - Unit Perancangan dan Perjawatan TENAGA CABLE INDUSTRIES SDN. BHD Lot 2, Jalan P/12, Seksyen 10, Kawasan Perusahaan Bangi, 43650 Bandar Baru Bangi, Selangor Darul Ehsan, Malaysia Tel : 03-89222678 Fax : 03-89255911	or	Email :- > career@tcisb.com.my Closing date : 01 MAY 2026
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**Only shortlisted candidates will be contacted for interview.*