



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

# VACANCY

## EXECUTIVE CORPORATE COMMUNICATION

RESPONSIBILITIES	REQUIREMENTS
<ul style="list-style-type: none"><li>Assist in the planning, preparation, and execution of corporate events such as product launches, CSR programs, seminars, and exhibitions</li><li>Capture photos and videos throughout the event for documentation and promotional purposes</li><li>Prepare brief reports or event summaries for internal reference or media release</li><li>Edit videos and images for use in promotions, reports, or the company's social media</li><li>Create infographics or simple visuals to present information in a more engaging way</li><li>Ensure all media content aligns with the company's brand image</li><li>Write short articles, press releases, and social media captions related to the company's activities and initiatives</li><li>Prepare content for the company newsletter and ensure the information delivered is relevant and engaging</li><li>Ensure the originality and quality of all written content before publication</li><li>Assist in managing and updating the company's social media platforms (Facebook, Instagram, LinkedIn, and others)</li><li>Monitor interactions and feedback on social media, as well as assist in responding to inquiries or comments</li><li>Support in developing content strategies to increase audience engagement</li><li>Coordinate with media or relevant agencies when required</li><li>Prepare presentation materials or supporting content for internal and external communications</li><li>Assist in any other communication initiatives assigned by the manager</li></ul>	<ul style="list-style-type: none"><li>Possess at least Diploma in Corporate Communication, Media communication/ Public Relations or equivalent or any related field from an institution recognized by the Public Service Department (JPA) or recognized by the Malaysian Qualifications Agency (MQA).</li><li>Proficient in Adobe Premiere Pro, Final Cut Pro, CapCut, DaVinci Resolve, Lightroom, Canva and others</li><li>Proficient in using Microsoft Office (MS Word, MS Excel, MS Power point)</li><li>Strong writing and editing skills in English and Bahasa Malaysia</li><li>Knowledge of media landscape and digital platforms.</li><li>Have good analytical skills, interpersonal skills, presentation skills, dynamic, motivated, initiative and able to communicate well.</li><li>Can work in a team and under minimal supervision.</li><li>Highly motivated, able to work under pressure and willing to work overtime if needed.</li></ul>

Interested candidates please submit your application, latest passport size photo and resume to: -  <b>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</b>	or	Email :-  > <b>career@tcisb.com.my</b>  Closing date :  <b>15 SEPTEMBER 2025</b>
---	----	--

*\*Only shortlisted candidates will be contacted for interview.*