

# VACANCY BULLETIN

Cinchloe Electrical Engineering was established in February 2008 and Holding Class A Electrical Contractor license. We expertise projects on Low & High Voltage Electrical Installation, MSB, Distribution Board & Sub Switchboard Electrical Supporting, Switchgear, Transformer & UPS Installation, Factory Electrical Maintenance Installation and TNB Submission.

## **Project Engineer** (Kedah - Kulim)

### **Responsibilities:**

- Coordinate site meeting with client, sub contractor and supplier
- Monitor work progress and feedback to project manager
- Prepared require documents and shop drawing for approval
- Prepare monthly project progress claim for submission

### **Requirements:**

- Candidate must possess at least a Diploma, Bachelor's Degree of Engineering (Electrical/Electronic) or equivalent
- Applicants must be willing to work in Kulim.
- Fresh graduate are welcome to apply
- 2 Full-Time positions available
- Candidates may email resume to :sabrina.cheah@cinchloelectrical.com.

## Project Manager

(Kulim)

### Responsibilities:

- Responsible to prepare project tender, pre/post contract, Bills of Quantities and variation order to client.
- Coordinate site meeting with client, architect, consultant and sub contractors.
- Experience material sourcing, performing cost analysis and schedule planning.
- To check on quality and accurate of work and site evaluation
- To assess, evaluate, verify monthly progress claiming from sub contractors and suppliers.

### Requirements:

- Candidate must possess at least a Diploma, Advanced/Higher/Graduate Diploma, Bachelor's Degree, Post Graduate Diploma, Professional Degree, Master's Degree, Engineering (Electrical/Electronic) or equivalent.
- At least 3 year(s) of working experience in the related field is required for this position.
- Preferably Managers specializing in Engineering - Electrical or equivalent.
- Full-Time positions available.

## Purchasing / General clerk

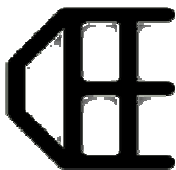
(Kulim)

### Responsibilities:

- Sourcing, liaise with vendors.
- Issue order, follow up on delivery.
- Update records, checking, filling documents.

### Requirements:

- Minimum SPM or its equivalent.
- Computer Literate
- Strong communication skills plus a high degree of initiative and able to work independently.
- Able to start work immediately (preferred).
- Those who have 2 – 3 years experiences are also encouraged to apply.



CINCHLOE ELECTRICAL ENGINEERING SDN BHD  
(807138-W)

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DARULAMAN

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