

The **Sarawak Timber Association (STA)** was formed in 1971 and represents over 430 member companies dealing with the forest and timber industry. STA promotes the practice of sustainable forest management; monitors world timber markets; assists producers, buyers and investors to network; conducts training and research; and supports community and welfare service projects.

A team of dedicated staff in the Secretariat executes the work of the Association under the STA Council. The Association is now looking for suitable candidates to fill the following vacant positions.

(1) Member Services Officer – Legal (STA) - 1 Position

The primary responsibility of the successful candidate shall be in the following:-

- Industrial Relations and labour issues
- Contract preparation
- Research and other legal-related matters

All applicants must possess at least a degree in law and have at least two years of relevant working experience; possess good inter-personal communication and organizational skills.

(2) Member Services Officer (STA) - 1 Position

The primary responsibility of the successful candidate shall be in the following:-

- Design and maintain database using Hypertext Preprocessor (PHP)
- Implement, maintain, improve and update STA website
- Responsible for STA Review and other publications
- Compiling information on trading statistics and market information

All applicants must possess at least a degree in Science with strong computing skills or equivalent and have at least two years of relevant working experience; possess good inter-personal communication and organizational skills.

(3) Training Instructors (STAT) – 2 Positions

The successful candidate shall train operators in the following skills sets:-

- (i) tree felling, (ii) log skidding and (iii) site preparation for establishing planted forests.
- **At least a skills training certificate issued by STA Training Sdn Bhd or equivalent work experience in relevant skills.**
- Knowledge of English, Bahasa Malaysia and any native language of Sarawak.

All applicants must be male, possess at least SPM, and be a team player, motivated, possess good inter-personal communication and organizational skills, must be physically fit, have a flair for outdoor work and strong desire for success in training workers from the forest industries, prepared to travel to and work in the forests for extensive periods of time.

(4) Assistant Technician (STAE) – 1 Position

The primary responsibilities of the candidate shall be to provide general building repairs and maintenance of amenities and equipment for the premises of Wisma STA.

All applicants for this position must have at least Penilaian Menengah Rendah (PMR) or equivalent, with at least five (5) years' relevant working experience in a building maintenance environment. Applicants must have basic skills in wood working, carpentry, plumbing, painting, cement works, etc.

An attractive remuneration package commensurate with his/her qualifications and working experience awaits the successful candidates.

Individuals with the relevant qualifications and experience are invited to submit an application to fill the above vacancies (indicating on the envelope the position applied for) together with (1) a resume (2) a photocopy of education/training certificates (3) a statement of expected

monthly salary (4) contact address and telephone and (5) a recent passport-size photo (non-returnable) to:-

The Chief Executive Officer
Sarawak Timber Association
11 Floor, Wisma STA
26, Jalan Datuk Abang Abdul Rahim
93450 Kuching, Sarawak

Applications with the appropriate qualification and required documents will only be considered. The closing date for all applications is **18 June 2018**. Only short-listed candidates will be called for interview in **July/August 2018**.