

STA Enterprises Sdn Bhd (337898-T) is a subsidiary company of the Sarawak Timber Association which manages Wisma STA. The Company is currently looking for suitable candidates who are dedicated, proactive, highly independent, self motivated, resourceful, energetic and confident to fill the following positions:-

(1) Operation and Maintenance Supervisor – 1 Position

The primary responsibilities of the candidate shall be (1) to manage technical staff, and (2) to manage the general operation and maintenance of the building.

All applicants for this position must possess at least either a Vocational Certificate or Diploma in Electrical or Mechanical; have at least five (5) years' extensive working experience in a building operation; possess a basic knowledge of statutory requirements related to the operation of building; computer literate and understand building operation and management controls; and basic writing and communication skills in English.

(2) Assistant Technician – 1 Position

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

All applicants for this position must have at least Penilaian Menengah Rendah (PMR) or equivalent, with at least three (3) years' relevant working experience in a building maintenance environment. Applicants must have basic skills in wood working, carpentry, plumbing, painting, cement works, etc.

Applicants must also have own means of transport, willing to work beyond office hours, be team players, self-motivated, innovative and have good communication skills.

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) together with a (i) comprehensive resume; (ii) photocopy of education/training certificates; (iii) statement of expected monthly salary; (iv) contact address and telephone; and (v) recent passport-sized photo (non-returnable) to:-

Group Chief Executive Officer
STA Enterprises Sdn Bhd
11th Floor, Wisma STA
26, Jalan Datuk Abang Abdul Rahim
93450 Kuching, Sarawak

Applications without the full information required or appropriate qualifications will be rejected. The closing date for all applications is **30 April 2019**. Only short-listed candidates will be called for interview in **May 2019**.