



KWANTAS GROUP – KOTA KINABALU

<u>No.</u>	<u>Vacant Position(s)</u>	<u>Job Closing Date(s)</u>
1	Sales & Marketing Manager (FMCG)	31 December 2023
2	Crude Palm Oil (CPO) Procurement Specialist	31 December 2023
3	Accounts Clerk	31 December 2023

SALES & MARKETING MANAGER (FMCG) – DMD INANAM

Key Responsibilities

- Research, discover and develop our edible oil sales opportunities in Sabah, Sarawak, Peninsula and overseas markets.
- Plan, design, develop and implement different sales activities by studying customer needs and requirements.
- Manage the sales activities of all domestic and export products in the organization to ensure the achievement of all domestic and export targets.
- Manage the sales team, maintain profit targets and analyse future market trends.
- Improve brand awareness and market share.
- Supervise brand promotion, advertising and promotion activities.
- Develop annual business plan, determining sales strategy and activity goals required for attainment of assigned quota.
- To ensure maximum sales activity and business development to top priority product.

Key Job Requirements

- Candidate must possess at least Diploma/Advanced/Higher/Graduate Diploma/ Bachelor's Degree in Marketing/ Sales or its equivalent.
- Required language(s): Bahasa Malaysia, English, and Mandarin.
- At least 5 Year(s) of working experience in the related fields is required for this position.
- Required skill(s): Well communication skill, knowledge of Ms office, Self-Motivated, Work Independently with Minimal Supervision.
- Develop and maintain strong customer relationships with key individual.
- Preferable with experience in PALM OIL INDUSTRY.
- Experience in FMCG / domestic oil is preferred.

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Crude Palm Oil (CPO) Procurement Specialist

Key Responsibilities

- 1. Procurement Planning and Strategy:**
 - Develop and execute strategic procurement plans for the acquisition of Crude Palm Oil (CPO) in Sabah.
 - Collaborate with cross-functional Teams to align CPO procurement strategies with production needs.
- 2. Supplier Identification and Management:**
 - Identify, evaluate, and negotiate with suppliers to secure favourable terms and pricing for CPO procurement.
 - Visit potential supplier's sites from time-to-time.
 - Build and maintain strong relationships with suppliers, ensuring adherence to quality and sustainability standards.
- 3. Logistics Management:**
 - Streamline the overall logistics operations associated with the transportation of CPO to attain efficiency and timely delivery.
 - Work closely with the Logistics Teams and Suppliers to optimize transportation routes, minimize costs, increase turnaround and enhance the overall logistics efficiency.
- 4. Market Intelligence for Cost Savings:**
 - Stay abreast of market trends, pricing fluctuations, and regulatory changes affecting the palm oil industry in Sabah.
 - Utilize market intelligence and or business networking to identify opportunities for cost savings and process improvements.
- 5. Quality Assurance:**
 - Collaborate with the Team to review, develop, implement and oversee robust quality control measures to ensure that CPO meets the established standards.
 - Work with the Ground and or Operations Teams to resolve issues related to product quality or compliance effectively and expeditiously.
- 6. Compliance and Sustainability:**
 - Ensure compliance with the local and international industry regulations and sustainability standards.
 - Contribute to the review, development, execution and enforcement of sustainable sourcing practices for CPO.

Key Job Requirements

- Candidate with Professional Certificate, Diploma, Bachelor's Degree in agriculture, Business, Supply Chain Management, Sales/Marketing/Management or equivalent is preferred.
- Strong negotiation and communication skills.
- Strong business networking with local CPO suppliers, practices, and regulations.
- Excellent analytical and problem-solving abilities.
- Willing to travel.
- Ability to work collaboratively in a Team and independently.

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ACCOUNTS CLERK

Key Responsibilities

- Assist to perform administrative/accounts analysis job;
- Assist to prepare, issue and take up all accounting transactions;
- Issue debit and credit notes
- Liaise with partners in China
- Monitor and arrange filing, packing and boxing of documents
- Assist in reconciling bank statement
- Fulfil any ad hoc requests as and when required by Superiors to fulfil the monthly accounts closing procedure.

Key Job Requirements

- Candidate must possess at least a Professional Certificate, Diploma, Advanced/Higher/Graduate/Degree in Finance / Accounting / Banking and equivalent
- At least 3 years of working experience in the related field and working in an audit firm will be an added advantage
- Maintain and protect operations by keeping financial information confidential
- Good command of spoken and written in English, Bahasa Malaysia, and Mandarin will be an added advantage.

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