



PR/159725 | Sales Executive (OE / Automotive)

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1563168

Industry

Automobile and Parts

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

December 23rd, 2025 03:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Fluent

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Company Profile:

Our client is a global leader in automotive technology, driving innovation in mobility solutions like electrification, thermal systems, and smart electronics.

Job Summary :

- Coordinate and support all activities related to new product development, ensuring smooth communication between customers and internal teams, and managing technical documentation and approvals.

Job Responsibilities:

- Coordinate customer audits and product development processes (e.g., SPTT, PPAP).

- Prepare and submit technical documentation such as Parts Inspection Standards (PIS) and drawings (ASA & RAD).
- Manage engineering and process change requests and ensure proper implementation.
- Maintain and update technical correspondence databases.
- Prepare samples and conduct part reviews for customer validation.
- Support product development activities including delivery, ECI, and PCR.
- Create local part testing lists for new products.
- Conduct benchmarking and technical presentations.

- Liaise with internal teams and customers to align on technical requirements and schedules.

- Coordinate engineering matters for Thermal, Electronic, and OGC products.
- Ensure timely processing of event payments.
- Support OEM and OES product development initiatives.
- Perform other tasks and projects as assigned by management.

Job requirements:

- Bachelor's Degree in Engineering, Business Administration, or a related field.
- Strong understanding of product development procedures and technical documentation.
- Proficient in Microsoft Office (Excel, Word, PowerPoint).
- Able to interpret technical drawings and specifications.
- Strong communication and negotiation abilities.
- Team-oriented with a proactive mindset.

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Company Description