



PR/160241 | Quantity Surveyor (QS) – CSA (Junior)

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1581829

Industry

Civil Engineering and Construction

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

April 7th, 2026 11:01

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Business Level

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Job Description

- Support contract administration, cost control, and QS activities for civil, structural, and architectural (CSA) works.

Key Responsibilities

- Assist in quantity take-off, tender preparation, and cost analysis.
- Assist in subcontractor progress claims verification.
- Support preparation of variation orders and final accounts.
- Update cost records and assist in financial reporting.
- Coordinate with site team and design team on costing matters.
- Maintain organized documentation of contract-related items.
- Implement Kajima Total Management Systems procedures.

Requirements

- Degree in Quantity Surveying or Construction Management.
- Fresh graduates or 1–2 years experience.
- Good analytical and documentation skills.
- Proficient in Excel; familiarity with Glodon/Cubicost is an advantage.

#LI-JACMY

#Countrymalaysia

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Company Description