



PR/160826 | Assistant Manager, Quantity Surveyor (MEP)

Job Information

Recruiter

JAC Recruitment Malaysia

Job ID

1603076

Industry

Civil Engineering and Construction

Job Type

Permanent Full-time

Location

Malaysia

Salary

Negotiable, based on experience

Refreshed

August 18th, 2026 12:00

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 Overview: -

Our client is an international Design & Build construction company, specializing in the design and construction of industrial buildings, warehouses, data centers, commercial buildings and more. They are currently looking to hire a Assistant Quality Surveyor Manager (MEP). You will work closely with Contract and MEP team to manage quantity take-off, costing and support contract admin work.

Location to work: Nilai (Project Site)

Job Responsibilities: -

- Assist in preparing quantity take-off, measurement and BQQ for Mechanical, Electrical & Plumbing (MEP) works.
- Assist Contract team in cost estimation and tender submissions
- Work with subcontractors to gather and verify quotations
- Support in preparing progress claims, variation orders (Vos) and final accounts

- Attend site inspections if required and verify site measurement
- Work closely with project team, consultants and suppliers
- Ensure proper documentation and follow company SOP for all contract work
- Prepare monthly cost reports and support project financial forecasting
- Review contracts and ensure compliance with project specifications and contractual requirements

Job Requirements: -

- **Minimum Diploma or Degree in Quantity Surveying, Mechanical or Electrical Engineering or related field**
- At least 3-5 years working experience in MEP quantity or contract work in the construction industry
- **Able to understand MEP drawings and technical specs**
- **Prior experience in main contractor / large scale building projects preferred**
- Good knowledge of contract (PAM, JKR, FIDIC) procurement and project cost management
- Proficient in Microsoft Excel and Word (AutoCAD/ CostX experience is an advantage)
- Good communication skills in Bahasa Malaysia, English and **Mandarin**

#LI-JACMY

#Countrymalaysia

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Company Description