

PR/161006 | BD executive / investment

Job Information

Recruiter
JAC Recruitment Malaysia

Job ID
1609359

Industry
Other (Trade)

Job Type
Permanent Full-time

Location
Malaysia

Salary
Negotiable, based on experience

Refreshed
November 17th, 2026 17:00

General Requirements

Minimum Experience Level
Over 3 years

Career Level
Mid Career

Minimum English Level
Business Level

Minimum Japanese Level
Basic Level

Minimum Education Level
Associate Degree/Diploma

Visa Status
No permission to work in Japan required

Job Description

Overall Purpose:
To support business development activities in Malaysia by identifying new business opportunities, coordinating projects, developing customer and partner relationships, conducting market research, and monitoring business progress from initial opportunity through project implementation.

Key Responsibilities:

1. Project Development & Coordination
    - Support development and coordination of new projects, including timelines, documentation, meetings, and follow-ups.
    - Coordinate among customers, suppliers, internal Marubeni teams, and other stakeholders.
    - Monitor project milestones, deliverables, risks, and regulatory/compliance requirements.
    - Facilitate communication and prepare project updates and meeting minutes.

2. Business & Project Monitoring
    - Follow up regularly with customers and project stakeholders on project progress.
    - Identify delays, risks, and issues and report them to management/internal teams.
    - Conduct factory/site visits and monitor loading or operational activities when required.
3. Market Research & Marketing
    - Research Malaysian market trends, products, competitors, and potential business opportunities, particularly in areas such as biomass, carbon credits, palm-based products, wood pallets, palm oil mills, and IP-related businesses.
    - Prepare market reports, monthly reports, and meeting minutes.
    - Gather and share relevant market intelligence with internal teams.
4. Customer & Partner Development
    - Develop and maintain relationships with prospective customers, suppliers, technology providers, and strategic partners.
    - Understand customer needs and identify potential areas where Marubeni can add value.
    - Introduce Marubeni Group products, services, and capabilities.
    - Facilitate preliminary commercial discussions and support early-stage negotiations.
5. Commercial & Business Growth Support
    - Manage and monitor the business opportunity pipeline.
    - Support preparation of business proposals, presentations, and commercial materials.
    - Coordinate internally to ensure opportunities are aligned with company strategy and available resources.
    - Support management in business planning and new growth initiatives.

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Company Description