



## PR/160062 | Shop Drawing Manager

### 募集職種

#### 人材紹介会社

ジェイエイシーリクルートメントマレーシア

#### 求人ID

1574855

#### 業種

土木

#### 雇用形態

正社員

#### 勤務地

マレーシア

#### 給与

経験考慮の上、応相談

#### 更新日

2026年02月24日 13:00

### 応募必要条件

#### 職務経験

3年以上

#### キャリアレベル

中途経験者レベル

#### 英語レベル

日常会話レベル

#### 日本語レベル

無し

#### 最終学歴

短大卒：準学士号

#### 現在のビザ

日本での就労許可は必要ありません

### 募集要項

#### Company Overview:

A leading and well-established construction and engineering contractor recognized for delivering large-scale building and infrastructure projects across Malaysia and the region.

#### Job Responsibilities:

Support the Project Manager on all shop drawing-related activities, ensuring timely development and submission. Coordinate shop drawings for all projects with Area Managers, Project Managers, subcontractors, and suppliers to ensure alignment across trades.

Review and improve drawing details for the development and enhancement of the company's Standard Details.

Liaise with customers, consultants, project teams, site staff, contracts departments, and design teams to ensure smooth communication and technical clarity.

Coordinate, guide, and monitor the performance of Draughtsmen involved in drawing production.

Implement all relevant policies, procedures, and instructions as required by the company's management systems, performing additional tasks assigned by superiors.

**Job Requirements:**

Diploma or Degree in Engineering, Architecture, Drafting, or other relevant fields.

Minimum 5 years of working experience related to drawings, coordination, or technical support.

Experience in the construction industry is an added advantage.

Strong proficiency in reading and interpreting construction and technical drawings.

**Notice:** By submitting an application for this position, you acknowledge and consent to the disclosure of your personal information to the Privacy Policy and Terms and Conditions, for the purpose of recruitment and candidate evaluation.

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会社説明