



PR/160582 | Contract 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

1604910

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08月11日 03:00

応募必要条件

職務経験

6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 and Job Overview

A well-established multinational engineering and mobility solutions company with a strong presence in Malaysia and a long history of serving the commercial, residential, infrastructure, healthcare, and public sectors.

Job Responsibilities

- Lead the review of tender and contract documents, identify contractual and commercial risks, and negotiate terms to protect the company's interests.
- Provide contract advisory and commercial support to Sales, Key Account, and Project teams throughout the project lifecycle.
- Oversee contract administration, documentation management, compliance, and record retention in accordance with company policies.

- Ensure timely processing of commercial transactions and contract-related activities within ERP systems (e.g., SAP), including final account and claims settlements.
- Monitor commercial performance through reporting, analytics, compliance reviews, and process improvement initiatives.
- Lead dispute resolution, debt recovery, insurance claims support, and negotiations for complex or problematic projects.
- Track and manage performance of team, regular review of work and deliverables.
- Drive and promote safe behavior in accordance with OH&S Management System.
- Any other ad hoc project or assignment from time to time as directed by the management.

Job Requirements

- Degree in Legal or Law studies with min 5 years of contract management, diversified experience in developer/ main contractor handling large projects (>RM100 million).
- Experience in credit control, litigation and negotiations is advantageous.
- Mix previous experience with Developer, consultant and contractor will be an added advantage.
- Strong problem solving, risk and opportunity management skills.
- High level of professional integrity is required.

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