

# timesletter

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**TALENT ACQUISITION:  
HOW TO ATTRACT  
THE BEST FROM  
A RECRUITER  
PERSPECTIVE**

## Talent Acquisition: How to attract the best from a recruiter perspective

Recruiting is a costly, time-consuming endeavor. You don't want to waste your resources on merely filling a vacancy. You want to find the perfect match – talent that sticks around, too!

Unfortunately, it's not obvious how to seek out, attract, and hire prime talent. A simple recurring job ad will not suffice.

Here are a few tested tips to help your HR department attract the best from a recruiter perspective.

### 1.) How to find the most talented candidates on Mass Media

"If talent will not come to the HR department, then the HR department must go to the talent"

If you're a cream of the crop marketing executive, you don't hang around browsing hundreds of job boards. You don't look for jobs, rather, jobs find you.

More often than not – while you're still employed One way to reach out to such talent is to browse professional networking sites such as LinkedIn, Facebook and etc. You'll need to train your team to search for profiles that match the unique skills and qualifications you want to see in your prospective hire.

Even if your dream candidate isn't looking for a job, a well-written job description might spark their interest.

Yes, the tables turn on you. Rather than you judging the candidate's resume, the candidate will be judging your job ad.

There's a lot of pressure on candidates to optimize their resumes and make their profile perfect. The best talent has definitely put a lot of effort into their job hunt, so it's only fair to reciprocate by optimizing your job postings.

Have your HR staff come up with attractive recruitment messages that target these niche skill sets.

### 2.) Recruiting prime talent should be more personal

Larger enterprises can get hundreds of applications after advertising an opening. In the advent of Applicant Tracking Systems, it's easy to forget that resumes represent actual people.

It would be a terrible waste to see your dream candidate leave because another company proved friendlier and more welcoming.

Moreover, since you're targeting people from an industry's who's who list, word might spread that your company doesn't really care about people. Soon, few candidates will be interested in working with you.



Every time you engage with a candidate, you're representing your company. You need to fine tune the process by encouraging your HR team to personalize their approach. Help them out by familiarizing them with different departments and roles within those departments. Have them sit down with the best employees and chat about their work. You might even encourage them to spend some time following the best of the best through the day.

### 3.) Keep your talent acquisition process short

The average hiring process lasts around a month. A lengthy recruitment process causes talented candidates to reject offers. More than half of recruiters confirm that a lengthy process holds them back from recruiting top talent.

This shouldn't be surprising – if you find your perfect candidate, she's probably someone else's perfect candidate, too.

A shorter hiring process will let you snatch up top talent.

- Create checkpoints with 24 hour turnaround periods at critical steps in the process
- Make sure your recruitment pipeline isn't leaky – have your team schedule interviews within 24 hours of finding a promising candidate
- Train your staff to have offers drawn up within 24 hours of a favorable decision after an interview.

Sourcing and engaging actual talent should become the priority of your team – especially if it's apparent that there isn't a sufficient number of candidates in the sector.

Hopefully, by using these three strategies your team will start reaching out to the right talent, and bring them aboard before the competition poaches them.

Timesconsult, a recruitment agencies which has been operating for more than a decade, is a leading search specialist for all level-positions in both private and public sectors. For more information, do visit [www.timesconsult.com](http://www.timesconsult.com)





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## Potential Candidates

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## CENTRAL REGION

### ACCOUNTING/FINANCE

#### **FINANCE MANAGER (KULAI) – DV0903**

Advanced Diploma in Accounting & partial ACCA. Late 30's with 15 years plus of working experience in finance & accounting line. Well versed in handling financial accounting, management reporting, cash flow, budgeting, forecasting, tax computation. Leading a team of 2 Accounts Executive and report directly to Director.

Expected Salary: RM10,000

#### **SENIOR ACCOUNTANT (KLANG VALLET) – PM1003**

Bachelor's Degree (Commerce) in Accounting & On-going CPA. Early 30's with 7 years of working experience in accounting & financial reporting areas with taxation and investment knowledge. Experience in preparing financial statements (based on audit approach), handling account reconciliation, computing tax assessment, preparation of GST and lodgement for Australian entities. Involved in statutory audit process – prepare and review the documents as well as respond to audit enquiries. Liaising with auditors and Australia Tax Office to assist clients resolve any compliance issues. Familiar with Australian fund regulation and tax obligations. Good communication skills.

Expected Salary: RM6,600

#### **SENIOR FINANCE AND TAX ANALYST (KUALA LUMPUR) – PM1004**

ACCA. Early 30's with 7 years of working experience in accounting field, including 5.5 years as an Auditor in and Senior Finance & Tax Analyst. Strong understanding of the accounting process and the system flow for various business activities. Strong accounting knowledge proven by both experience in commercial and audit. Experience in preparing financial statements, handling bank reconciliation, tax & GST computations, budgeting and planning. Involved in testing for process improvement, GST implementation or transformation.

Expected Salary: RM7,000

#### **AUDIT SENIOR (PETALING JAYA) – PM1005**

Bachelor (Hons) of Accounting & Finance & on-going ACCA. Late 20's with 4 years of working experience in external audit. Exposure to assignment under financial services sector such as banking, insurance and asset management. Able to cope with fast-paced environment and adapt to various circumstances prioritising numerous work assignments simultaneously. Familiar with reporting standards and assurance codes such as MASB, MFRS and IFRS.

Expected Salary: RM6,500

#### **BILLING ADMINISTRATOR (BANTING) – CH1001**

Diploma in business studies. Late 30's with more than 13 years of experience as an operation and billing administrator in telecommunication equipment supplier and information technology companies. Perform daily data key in to spreadsheet for more than 60 airlines and 600 track aircraft movement. Certify customer contract to ensure billing accuracy on quarterly basis, communicate with client and respond to enquiries to solve billing issue.

Expected Salary: RM4,500

#### **SENIOR EXECUTIVE GROUP CORPORATE ASSURANCE (SHAH ALAM) – CH1002**

Bachelor of Arts (Hons) in Accounting and Finance. Professional member of the Institute of Internal Auditors, Malaysia (CMAIA). Early 40's with over 15 years of management experience as a group internal auditor. Experienced in audit planning, analysis of findings, report writing and presentation of findings to the management. Responsible in planning, organizing and conducting routine, special investigation audit visits and preparing budget for audit division.

Expected Salary: RM6,500

#### **JUNIOR GL SPECIALIST (KLANG VALLEY) – YP1003**

Bachelor of Accounting (Hons). Late 20's with 3 years of working experience in accounting field with current attachment in a SSC as a Junior GL Specialist for the past 2 years. With experience in month end closing & reporting, preparing bank reconciliation report, performing analysis on pending status, support audit matters, preparation on fixed assets count sheet, implementing process improvements, etc. Currently handling GL for Philippines, Thailand, Australia, New Zealand, Malaysia and Vietnam. Familiar with SAP environment.

Expected Salary: RM4,500

#### **RTR FINANCE EXECUTIVE (SHAH ALAM) – YP1004**

Bachelor of Commerce Degree in Accounting. Late 20's with 6 years of experience in the accounting field. 2 years of attachment with an accounting firm, responsible in full process of audit & consolidation process on dormant & medium size companies. For the past 4 years, candidate is attaching to SSC, handling accounts receivable functions and GL month end closing.

Expected Salary: RM4,600

#### **FINANCE MANAGER (PETALING JAYA) – PH1003**

Bachelor Degree in Accountancy, mid 30's with more than 14 years of working experience in accounting field. Handle full spectrum of Finance – Accounts, Treasury, financial reporting, budgeting & forecasting. Familiar with MYOB and UBS Accounting software. Coming from MNC and local public listed company background.

Expected Salary: RM8,000

## ADMINISTRATION

### ADMINISTRATIVE SUPPORT (KUALA LUMPUR) – PM1002

SPM holder. Early 30's with 7 years of working experience in customer service and sales support. Experience in back end support - process customers' requests/ order /payment, liaise with sales order management team, product pick up arrangement, etc. Enjoy servicing customers/clients and dealing with internal teams. Experience in using SAP system. Good communication skills.  
Expected Salary: RM3,600

### SENIOR SALES & CREDIT ADMIN EXECUTIVE (KLANG VALLEY) – TK1002

Bachelor's Degree in Business Administration (Hons) Banking and Finance. Late 20's with 3.5 years of working experience in Real Estate industry as a Sales & Credit Admin Executive. Experienced with IFCA system, prepares billings, reminders, loan documents and termination letter in accordance with the terms and conditions of Sales and Purchase Agreement.  
Expected Salary: RM4,000

### ADMINISTRATION MANAGER (SUBANG) – CH1003

SPM holder. Mid 40's with 25 years of working experience as an administrator in MNC and logistics companies. Supervision of daily operations includes of the handing of customer service issue and provision after sales technical services. Familiar with the requirement and document needed for different type of goods and vehicles relation needed to complete logistics requirement in Malaysia as well as Singapore regions.  
Expected Salary: RM4,500

### DOCUMENT CONTROLLER CUM ADMIN & ACCOUNT ASSISTANT (KLANG VALLEY) – IT1004

Bachelor Degree of Islamic Finance (Banking). Early 30's with 5 years of working experience as a Document Controller, Taken up admin and accounting duties due to company downsizing. Application and software used includes Filezilla, eROOM, ChequeWriter, etc. Familiar with ISO 9001:2008.  
Expected Salary: RM3,000

## CUSTOMER SERVICE

### CUSTOMER SERVICE OFFICER (KLANG VALLEY) – JY1001

SPM holder with more than 3 years' working experience as a Customer Service Officer by providing professional customer service, communications and people management to ensure satisfaction. Experience in attending to mostly customer inbound call enquiries. Responsible in providing pre & after sales customer experience and services. Assists and support teammates on operation, provide professional customer service as well as first level troubleshooting support.  
Expected Salary: RM3,600

### CUSTOMER SERVICE OFFICER (KLANG VALLEY) – JY1002

A UEC holder, joined as a Junior Officer and had been promoted to Senior Officer in 6 months' time, has 2 and a half years of working experience as a Customer Care Officer (Call Centre). Likewise, have 1 year plus of working experience as a Customer Service Officer performing waitressing customer service. Responsible in handling all inbound calls from Singaporean customers for Technical Helpdesk & General Inquiry Calls for different product. Handling feedback, complaints as well as issues raised by customers and provide solutions. Previously being awarded as a Top Hotline Customer Service Officer (Silver).  
Expected Salary: RM3,600

### CUSTOMER SERVICE EXECUTIVE (KLANG VALLEY) – JY1003

Late-20's with a Bachelor of Technology. Possess nearly 2 years' working experience as a Customer Service Executive in Insurance and Direct Selling company, 11 months of working experience as a Home Tutor, 7 months of working experience as a Product Executive, 1 year and 9 months of working experience as a Quality Management Executive. Experienced in assisting company participation during an exhibition/fair, handle distributors, customer calls, emails, Whatsapp, assisted in cross-selling/up-selling company's products to distributors. Plan & implement marketing plans and activities within stipulated timeline. Likewise, attend to agents & customers enquiries.  
Expected Salary: RM3,800

### CUSTOMER SERVICE EXECUTIVE (PETALING JAYA) – JY1005

Late-20's with a Bachelor of Hospitality Management with around 2 years and 9 months of working experience as a Customer Service Executive. Possess 6 months internship experience as a Front Office Assistant, a short-term working experience as a Cashier and 6 months of working experience as a Front Office Assistant before pursuing Degree. Experienced in interacting with walk-in customers, inbound customer calls, handle & resolve customer complaints, generate daily sales reports, generate meeting minutes, keep records to inventory control, compile materials, etc  
Expected Salary: RM3,800

### SERVICE DELIVERY MANAGER (KLANG VALLEY) – SL1005

Bachelor Degree in Information Technology. Mid 30's with total of 11 years working experience within call centre/shared services environment. Exposed in providing refresher trainings, performance & service improvements (ensuring there is no SLA breach), management reporting, people management (recruitment, successor planning, roster planning), problem solving skills. Familiar with ITIL, SLA & TAT requirements/practices in shared service centre.  
Expected Salary: RM8,500

### MAINTENANCE SUPPORT (PUCHONG) – YP1002

Bachelor of Art (Honors) Marketing. Late 20's with a total of 7.5 years' experience in the customer service line mainly attaching to a company providing integrated GPS fleet management solution(hardware & software) and providing drinking water supply (water dispenser) consecutively. Experience in preparing quotations & following up with customers, ensuring all customers' requirements are well coordinated, perform stock checking, attending to calls and email replying, etc. Besides, candidate also works closely with the technicians.  
Expected Salary: RM4,000

## ENGINEERING

### **QAQC MANAGER (KLANG VALLEY) – ML1002**

Late 30's, a civil graduate with more than 10 years of quality experience in construction/building industries, with exposure in public infrastructure, high-rise buildings and residential projects. Currently a QAQC Manager with for 3 years, covering high-rise and infra projects (as LRT PDP). Leading a team of 4 (each Engineer based on different sites). Knowledgeable in ISO 9001 and experienced in leading the implementation and internal audit. Good English communication skills.

Expected Salary: RM13,000

### **ASSISTANT MANAGER, QAQC (NILAI) – ML1003**

Mid 30's, an overseas degree graduate in civil engineering. Collectively about 10 years' experience in construction and building industry, in QAQC as well as project engineering. Currently employed as an Assistant QAQC Manager, overseeing large-scale high-rise projects. Based on-site in Cyberjaya, leading a small QAQC team consisting of an engineer and a supervisor; directly reporting to Senior Manager in QAQC based in headquarters. Previously had exposure abroad as a QC Engineer for a New Doha International Airport (NDIA) Project based in Qatar for 2.5 years. Experienced and knowledgeable in ISO 9001 and internal audit. Speaks well in English. Willing to consider an outstation opportunities.

Expected Salary: RM8,500

### **CONTRACT MANAGER (KLANG VALLEY) – BC1001**

Degree in Construction Management and Economics (QS). Mid 30's with over 10 years of costing, contract and project management experience in large scale mixed development projects with exposure in both consulting and construction fields. Highest project value involved consists of USD 2.4 billion and highest high-rise building involved consists of 123 levels. Experienced in pre and post contract management as well as vast regional exposure.

Expected Salary: RM15,000

### **PRODUCTION PLANNER (KLANG) – YY1005**

Diploma in F&B Service Management. Early 30's with a total 6 years of manufacturing experience mainly in furniture industry. Experienced as a Production planner, production controller, production supervisor and purchaser. Currently attached to Finishing and Packing department.

Expected Salary: RM5,000

### **QA ASSISTANT MANAGER (KLANG VALLEY) – YP1001**

Degree in Chemical Engineering. Early 30's with 6 years of experience in the QA field attaching with a packaging manufacturing company. With experience in reviewing and approving quality standards, conducting training to all personnel, audit matters, ensuring compliance of ISO, monitoring of incoming and outgoing goods, preparing quality review report, incoming raw materials inspection, etc. Currently leading a team of QC inspectors, deals with end-to-end QA & QC and regularly liaising with customers' complaints. Skilled in handling IPQC, IPQC Audit and QIS.

Expected Salary: RM4,700

### **SENIOR QA EXECUTIVE (PETALING JAYA) – YP1005**

Bachelor Degree of Applied Chemistry. Late 20's with 5 years of experience in QA field. With experience in assuring quality of finished products, updating documentation & monitoring the implementation of procedure, handling customer complaints, planning, conduct & lead internal audits, arranging QA/QA inspectors in order to support production, etc.

Expected Salary: RM4,500

## ETC.

### **OPERATION SERVICE SPECIALIST (KLANG VALLEY) – BG1006**

Bachelor Degree of Business Information Technology. Mid 30's with more than 10 years of working experience. Experienced in providing administrative support to sales & marketing team. Analyse customer needs and inquiries and provide solution and maintain customer relationships. Experienced in coordinating with purchasing / logistic personnel for vendor direct shipment. Responsible in processing sales order and quotation. Familiar with Microsoft Office applications, CRM, Salesforce and Oracle.

Expected Salary: RM4,500

### **SECURITY MANAGER (KAJANG) – DV0904**

Masters in Safety and Security Management. Mid 30's with more than 10 years of working experience in security role with leading exposure. Responsible to handle the overall security activities in the company which includes the implementation of security policies & regulations, employees & guest safety, security awareness training, identify potential risks, as well as providing supply chain investigation.

Expected Salary: RM9,000

### **SECURITY MANAGER (SHAH ALAM) – DV0905**

Post Graduate Diploma in Protective Services & Management. Mid 40's with close to 13 years of working experience in security line with 3 years of security experience in private sector security organization & 6 years plus of managerial experience. Develop HSE & Security Awareness, system, strategies, conduct supply chain investigation, developed key performance index, presentation and training. Familiar with Integrated Security System (ISS) such as CCTV, Access Control.

Expected Salary: RM10,000

### **SOP TEAM LEAD (PUCHONG) – PM1001**

Degree in Accounting. Early 30's with 9 years of working experience, including 4 years in developing/reviewing SOP in global shared service centre. Experience in the whole process flow of end to end SOP management. Involved in SOP preparation & testing for migration project for Malaysia, Indonesia, Bangladesh, and Hong Kong. Good communication skills.

Expected Salary: RM5,500

**PROJECT AND CHANGE MANAGEMENT MANAGER (KLANG VALLEY)- YY1002**

Degree in Finance. PROSCI Change Management Practitioner. Late 30's with more than 10 years of working experience mainly in project management with change management in banking industry, IT and consulting industry. Has been managing core project for a local bank with 5 direct subordinates. Willing to be based nationwide,

Expected Salary: RM13,000

**PROCESS IMPROVEMENT MANAGER (KLANG VALLEY)- YY1003**

Degree in Marketing and Accounting, MBA holder and Six Sigma Yellow Belt holder. 10 years of process improvement and project management experience mainly in banking and IT industry. Experienced in overseeing 2 subordinates. Experienced in improving customer experience such as Queue Management System, IBM Watson, etc. Willing to be based nationwide,

Expected Salary: RM10,000

**SENIOR EXECUTIVE, PROPERTY MANAGEMENT (KLANG) – CH1004**

Advanced diploma in business studies. Early 40's with 20 years of working experience in leasing and property management. Manage and coordinate all operational and related matters of property management including strata titles management, building maintenance, tenancy management, etc.

Expected Salary: RM5,000

**HUMAN RESOURCES**

**COMPENSATION & BENEFITS MANAGER (PETALING JAYA) - ML1004**

Mid 30's, degree holder with 13 years of working experience in HR field, with major scope in compensation & benefits and payroll processing function. Reporting to Senior Manager and Head of HR, leading a team of 4 (2 senior executives, 1 executive & 1 non-executive) and overseeing the C&B administration for 13 subsidiary companies within Malaysia. Experienced in handling C&B benchmarking, performance appraisal & bonus, analysis bonus quantum & promotion, communication with staff & HODs, and handling payroll matters. Currently the only person in charge of overseeing/validating the payroll processing from the vendors. Familiar with SAP used for payroll before the function was outsourced. Communicates well in English.

Expected Salary: RM9,000

**SENIOR HR MANAGER (KLANG VALLEY) – BC1003**

Diploma in HR and IT. Mid 40's with over 10 years of experience in full spectrum of HR functions, including 8 years at managerial level, mainly in IT industry. A Head of Department who is leading the whole HR operations and administration currently. Outspoken and good communication skills.

Expected Salary: RM13,000

**SENIOR HR MANAGER (KLANG VALLEY) – BC1004**

Master Degree in Business Administration. Early 40's with over 18 years of HR generalist and business partnering experience, including 7 years at managerial level within IT, BPO, SSC, telco and consulting industries. Vast regional exposure, including Asia Pacific. Outspoken with good communication skills.

Expected Salary: RM19,000

**HR TRAINING AND DEVELOPMENT EXECUTIVE (KLANG VALLEY) – TK1004**

Bachelor's Degree in Psychology. Early 20's with closed to 2 years of working experience in a multi-national corporate as a training and development executive. Assist training and development manager to plan, coordinate and execute various trainings that involved employees from head office and subsidiaries.

Expected Salary: RM4,000

**HR & ADMIN EXECUTIVE (KLANG VALLEY) – TK1005**

Bachelor of Business Administration (Hons) Transport. Early 30's with 6 years of working experience in Human Resources (HR) department. Experienced in various HR functions such as training, recruitment and employee relations. Always ensure that documentations are completed and complied with ISO standards. Available immediately.

Expected Salary: RM4,200

**HR MANAGER (KLANG VALLEY) – YY1001**

Bachelor's Degree in Psychology. Mid 30's with more than 10 years of working experience as a HR generalist, business partner and HR Specialist. Experienced in Talent Acquisition, Training & Development, Employee Relations, Industrial Relation, Performance Management, Foreign Worker Management, Social Audit, Payroll and overall Administration matters. Oversees 4 direct subordinates. Highest headcount handled was about 600.

Expected Salary: RM7,100

**HR EXECUTIVE (KLANG VALLEY) – YY1004**

Bachelor's Degree in Business Administration. Mid 20's with 2.5 years of HR experience in a Japanese construction company. Experienced in HR operations such as payroll administration, foreign worker management, expatriate management, reporting, letter preparation, etc.

Expected Salary: RM4,000

**SENIOR HUMAN RESOURCE AND ADMIN EXECUTIVE (KLANG) – CH1005**

Bachelor's Degree in Commerce. Early 30's with 9 years of working experience in human resource, administration and operation. Maintain organization staffs by establishing a recruiting, testing, and interviewing program, counseling managers on candidate selection, conducting and analyzing exit interviews as well as recommending changes on HR policies. Handle monthly payroll submission at the same time.

Expected Salary: RM4,600

**HUMAN RESOURCE EXECUTIVE (KUALA LUMPUR) – PH1001**

Diploma in Mass Communication with a total of 7 years' working experience. Recent 5 years' working experience as a Human Resource Executive in Training & Development Company. Currently responsible in recruitment, training & planning, compensation & benefit and office administration.

Expected Salary: RM4,000

**INFORMATION TECHNOLOGY**

**IT PROJECT MANAGER (KUALA LUMPUR) - ML1005**

Mid 40's, with a Bachelor's Degree majoring in Mathematics and minoring in IT. Collectively around 12 years of application management experience in insurance/banking industries, and specializing in IT applications. Recently moved into IT project management role for 2 years with an insurance provider. Experienced in heading the IT applications (non-core) team and consulted businesses on technology implementations and improvements. Has exposure in regional projects implementing web-based solutions in APAC regions. Currently pursuing PMP certification – completing by this year. Good communication skills and experienced in management different teams and senior/regional stakeholders.

Expected Salary: RM16,000

**ASSISTANT SOFTWARE DEVELOPMENT MANAGER (KLANG VALLEY) – BG1001**

Bachelor Degree in Computer Science. Early 40's with more than 15 years of working experience in IT industry. Experienced in maintaining website and SEO system. Experienced in using ASP.NET, C#, JavaScript, CSS programming language. Familiar with MS SQL Server and MySQL database. Familiar with using MVC 5, crystal report, SSRS. Good Knowledge in using PHP coding for debugging, enhancement and maintenance.

Expected Salary: RM7,800

**TECHNICAL CONSULTANT (CYBERJAYA) – BG1002**

Bachelor Degree in Computer Science. Late 20's with more than 4 years of working experience in web application, Windows platform application and Window server developments. Certified Microsoft ASP.NET 4.0, 98-363: MTA Web Development Fundamentals. Involved in design and development activities. Experienced and also having strong desire in software architecture and software design. Familiar with using C#, ASP.NET, Java programming language. Experienced in using JSP, Java Script, JQuery and SQL server. Knowledge in WCF.

Expected Salary: RM6,200

**SYSTEM ENGINEER, SERVICE COORDINATOR (KLANG VALLEY) – BG1004**

Diploma in Information Technology. Mid 30's with more than 9 years of working experience in IT field. Providing 2nd and 3rd level support to clients. Participate in system roll out implementation include setup, installation, configuration and upgrading. Maintaining technical record service case details into CRM. Good in troubleshooting computing hardware, software, network issues. Proficient in Microsoft Office Suite Word, Power Point, Access, Excel, Outlook, etc.

Expected Salary: RM4,500

**IT EXECUTIVE (KLANG VALLEY) – BG1005**

Diploma in Information Management. Late 20's with more than 4 years working experience. Configuring computer hardware operating systems and applications. Experienced in monitoring, maintaining and troubleshooting computer systems and networks. Supporting roll-out new applications. Developing cloud and automation system. Providing support including procedural documentation and reports. Handling backup support.

Expected Salary: RM3,300

**IT TECHNICAL SUPPORT (KLANG VALLEY) – SL1004**

Diploma in Multimedia. Late 30's with more than 15 years' working experience, exposed to administration and ICT roles. Experienced in handling/troubleshooting hardware, software, networking, Wintel servers, IT security as well as infrastructure setup. Familiar with SAP Business One, Linux OS, Adobe ColdFusion, and AMASIS system.

Expected Salary: RM5,700

**JAVA DEVELOPER (KUALA LUMPUR) – MC1001**

Diploma in Information Systems Engineering. Mid 30's with more than 10 years of working experience as a Software Engineer in Banking Industry. Currently using Java, Java EE, Java Servlet, JavaScript, MySQL, PostgreSQL, PHP & C#. Establish project plans incorporating scope and timeline. Good understanding in CL, CLLE, RPG, RPGLE (AS400 environment), etc. Good communications skills.

Expected salary: RM7,500

**DOT NET DEVELOPER (KLANG VALLEY) – MC1002**

Degree in Computer Science. Mid of 30's with more than 12 years of working experience as a Senior Software Engineer. Hands on experience in designing, building, and maintaining efficient, reusable, reliable code and database schema for the project. Familiar with .Net framework, C#, Java Script, VB.Net, ASP.Net, Microsoft SQL Server, PHP etc. Good communications skills.

Expected Salary: RM10,000

**DOT NET DEVELOPER (PETALING JAYA) – MC1003**

Degree in Computer Science. Mid of 30's with more than 10 years of working experience as a Software Engineer from IT companies. Responsible on developing web application with C# .NET, MS SQL will be the main development tools. Familiar with C#/VB.Net, Asp.Net, WebService, SQLServer & Reporting Service (SSRS). Good communications skills.

Expected Salary: RM8,600

**SERVICE DESK ANALYST (PETALING JAYA) – MC1004**

Certificate of Hospitality and Tourism. Late 20's with more than 2 years and 6 months experience as a Service Desk Analyst from IT Solutions Company. Hands-on experience providing Level 1.5 supports global countries / North America. Technical experience with Active Directory, Microsoft exchange, network troubleshooting and working in an ITIL environment.

Expected Salary: RM4,000



**SERVICE DESK ANALYST (KLANG VALLEY) – MC1005**

SPM and ITIL CERTIFICATE. Mid 20's with 7 years of working experience in IT roles mainly handling IT support with global clients. Hands on experience in 1st and 2nd line support troubleshooting of IT related problems from in-house software to hardware, such as Android, Laptops, PCs and Printers according to 24/7 shift. Technical experience with Active Directory, Microsoft exchange, network troubleshooting and working in an ITIL environment

Expected Salary: RM4,000

**SOFTWARE DEVELOPER (KLANG VALLEY) – SK1001**

Bachelor of Information Technology – Software Engineering. Early 20's with 1 year of working experience as a Software developer in web / mobile application developments. Hands on in developing / enhancing company human resource management systems, and involved in developing new Leave Application system. CGPA 3.7. Experience in using VB.NET during last employment, C# and ASP.NET background during studies. Proficient in PHP, Perl, Oracle Database, MySql, MSSQL, HTML and CSS.

Expected Salary: RM4,000

**REPORTING SPECIALIST (KLANG VALLEY) – SK1002**

Bachelor of Science, major in Geoinformatics. Early 30's with more than 7 years of working experiences in data analytics and reporting field. Currently titled as a Senior Business Analyst in a contact centre / telesales BPO. Responsible in preparation of daily, weekly, monthly reports on 50 to 100 telesales agents' performance and earnings. Solid experience in analytics, GAP analysis, root cause etc. Reporting on productivity, service level achievements, talk time, tardiness etc. Experienced in research data studies & analysis and sales reporting. With exposures in migration from a new CRM system.

Expected Salary: RM6,500

**LEVEL 1 ERP SUPPORT CUM DATA ANALYSIS (KLANG VALLEY) – SK1003**

Bachelor of Computer Science. Early 30's with more than 7 years of working experience in IT field. Typically, software / systems support and service desk. Hands on experience in providing level 1 ERP support and escalate incidents to the appropriate resolver groups when required. Currently supporting HK, Macau, Mainland China, Australia and Singapore. Also, hands on in analysing / reporting data for company performance i.e. sales, after sales and sales services performance, to suggest and improve overall business strategies.

Expected Salary: RM5,000

**UAT / SIT TEST SPECIALIST (KLANG VALLEY) – SK1004**

Degree in Information Technology. Mid 30's with more than 11 years of working experiences in IT fields, typically banking industry. Solid experience in SIT (System Integration Test) and UAT (User acceptance test) for banking merchant systems. Experience in user requirements study, developing test plan and test case up to executions for new / existing systems.

Expected Salary: RM7,000

**UAT TEST SPECIALIST (KLANG VALLEY) – SK1005**

MBA cum Degree in Biology. Mid 30's with more than 9 years of working experience in IT fields, of which 5 years as a Tester in HSBC Software Development Sdn Bhd. Solid experience in SIT (System Integration Test) and UAT (User acceptance test) for banking and insurance systems. Hands on experience in preparing test case and collecting test metrics following business requirements for new products / existing system enhancement.

Expected Salary: RM6,000

**UI DESIGNER (KLANG VALLEY) – PH1002**

Diploma in Multimedia Design, mid 20's with total of 3 years working experience in designing field. Currently attached to a Social Marketing company as UI Designer. Responsible as Facebook Fanpage Administrator and also in-charge of fan page design and digital design to promote company services. Good in using Adobe Photoshop, Dreamweaver, Flash and Illustrator.

Expected Salary: RM4,000

**BUSINESS ANALYST (SELANGOR) – PH1004**

Bachelor Degree in Computer Science. Mid 30's with total of 12 years working experience as an Application Consultant & Business Analyst, solid working experience coming from vendor background. Familiar with ERP system, SQL Database and C++. Someone with experience handling project management from the beginning to the ending stage of project.

Expected Salary: RM8,000

**PUBLIC RELATION/COMMUNICATIONS**

**MARKETING COMMUNICATIONS MANAGER (KUALA LUMPUR) – SL1001**

Bachelor Degree in Mass Communication, major in Broadcasting. Mid 30's with a total of 7 years of working experience in Corporate Communications and Marketing Communication role. Exposed with supporting South East Asia offices, familiar with internal and external communications, budget allocations, event management, management of CSR programs, digital marketing, media monitoring, branding, etc.

Expected Salary: RM8,000

**MARKETING COMMUNICATIONS MANAGER (KLANG VALLEY) – SL1002**

Higher National Diploma in Business, major in Marketing. Mid 30's with a total of 10 years' working experience of a Marketing role. Sound exposure in the Manufacturing industry with a unique combination of expertise in marketing, management & development, strategic communications, regional marketing strategies, sponsorships, business development and brand building. Experience in leads management, marketing campaigns and communications, company website's creation and enhancements, handling sponsorships, marketing collaterals, as well as events management.

Expected Salary: RM8,500

## SALES/MARKETING

### REGIONAL SALES MANAGER (KLANG VALLEY) - ML1001

Late 20's with an overseas Bachelor's Degree of Engineering – Automation & Control. Possesses 4 years of technical sales & business development experience across international waters, i.e. Vietnam, Myanmar, Laos and around 2 years in China. Experienced in penetrating new market and acquired overseas clients with successful track records in high-billing deals. Appointed as the first employee to serve as Senior Business Development Engineer representing a Malaysian company in China. Has lead technical sales function and set up a sales support team & operation from scratch. Based 80% - 90% in China, and has traveled to Zhuhai to attend to clients. Communicates well in English and experienced in dealing with people from international backgrounds. Open for opportunities overseas.

Expected Salary: RM10,000

### DOMESTIC SALES ACCOUNT MANAGER (KUALA LUMPUR) – SC1001

Degree in Biotechnology. Early 30's with more than 7 years of working experience that specialised in Business Development, Sales & Marketing, Project Management and Dealer's Management. Experienced in handling oversea market such as Cambodia, India, South Africa and UAE, and well exposed in and experienced in Malaysia FMCG Market. Good communication skills.

Expected Salary: RM9,000

### NATIONAL KEY ACCOUNT MANAGER (CHERAS) – SC1002

Degree in Marketing. Early 40's with close to 18 years of working experience. Solid experience in Key Account Management, Trade Marketing and Sales & Marketing. Sounds knowledgeable and well exposure with Malaysia FMCG Market. Besides, good in planning, executing sales strategies and analysing of sales & market intelligence data. Good communication skills.

Expected Salary: RM9,000

### NATIONAL SALES MANAGER (PUCHONG) – SC1003

Professional Certificate in PC. Mid 30's with a solid and stable working experience in FMCG industry, that specialised in Business Development, Sales & Marketing, Key Account Management, Trade Marketing and Operation. Well understanding of Malaysia market and has exposure in managing export business for overseas – Brunei, Singapore, Thailand and Hong Kong. Besides, good in developing, planning and implementing strategic sales plans and forecasts to achieve corporate objective P&L, Brands, Products and Services. Good communication skills.

Expected Salary: RM10,000

### DISTRICT SALES MANAGER (CHERAS) – SC1004

Diploma in Marketing. Late 30's with more than 17 years of working experience in FMCG industry (specialized in beverages). Strong in FMCG Sales Operation and Distribution Management. Has been assigned to handle Malaysia northern region market and responsible for modern trade sales development. Manage local supermarket and chain convenient stores and regularly conduct market research to ensure the execution performance. Good communication skills.

Expected Salary: RM9,000

### MARKETING & BUSINESS MANAGER (KUALA LUMPUR) – SC1005

Degree in Finance with Multimedia. Late 30's with more than 15 years of working experience in marketing field with FMCG and food industry. Experienced in trade marketing that responsible in Chains Growth Management and Product Category Management – to identify and maximize the business growth through trade marketing strategies. Also, develop annual marketing plan and develop strategy plan, as well as develop and implement ATL, BTL & trade marketing strategies to grow the key products. Good communication skills.

Expected Salary: RM9,500

### TELESALES LEARNING & DEVELOPMENT ASSISTANT MANAGER (KLANG VALLEY) – DV0901

Bachelor Degree in Science & Technology. Late 30's with more than 10 years of working experience in training line. Designing & developing training modules to targeted group of clients from manufacturing, financial institution, telco, bpo with various training courses focusing on soft skills, product training, communication skills, quality assurance, healthiness and safety.

Expected Salary: RM8,000

### TELESALES LEARNING & DEVELOPMENT ASSISTANT MANAGER (AMPANG) – DV0902

Bachelor's Business Administration (Marketing). Mid 30's with close to 10 years of training experience in entertainment & banking industry. Specializing in soft skills sales training for Direct Sales, Commercial Sales, Retailers and Telesales Agents towards revenue generation.

Expected Salary: RM7,500

### SALES MANAGER (SARAWAK) – BC1002

Degree in Computer Science. Late 30's with 9 years of sales and management experience in FMCG industry, including recent 5.5 years of sales experience in painting industry. Experienced in dealing with government agencies, architects, contractors and dealers. Good communication skills.

Expected Salary: RM8,500

### MARKETING MANAGER (KLANG VALLEY) – SL1003

Advanced Diploma in Business Studies. Mid 30's with a total of 17 years' working experience in Marketing and PA/Secretarial role. Experienced liaising with external PR agencies, engaged freelance SEO & SEM to help manage social media, brand positioning, departmental budgeting, implementing working procedures according to the ISO standard, as well as managed the internal and external communications of the company. Familiar with SAP system, HR 2000 system and CRM system.

Expected Salary: RM9,500

### SALES CORPORATE ACCOUNT MANAGER (KLANG VALLEY) – TK1003

Bachelor of Business Administration (Hons) in International Business. Early 20's with closed to 2 years of working experience in a multi-national corporate as sales corporate account manager. Responsible for clients in Small and Medium-sized Enterprises (SME). Achievement from year to date is 70%.

Expected Salary: RM4,100

**TELESALES EXECUTIVE (KLANG VALLEY) – IT1001**

Diploma in Economics. Early 30's with closed to 5 years of working experience as a telesales executive mainly in a banking line. Furthermore, also work before as a loan officer and mortgage specialist as well. Specializing in credit cards and personal loan. Able to start work immediately.

Expected Salary: RM2,300

**ASSISTANT PRODUCTION MANAGER / HEAD OF SALES AND PROMOTION (KLANG VALLEY) – IT1002**

Bachelor of Molecular Biology and Biochemistry. Mid 30's Diploma in Economics with closed to 3 years of working experience in a biotechnological company. Currently working as head of sales and promotion in charge of marketing the products of the company.

Expected Salary: RM3,300

**SENIOR SALES EXECUTIVE (SHAH ALAM) – PH1005**

Bachelor Degree in Electrical & Electronic. Mid 30's with more than 10 years of working experience as Sales & Project Engineering role. Possess good business development skills, project management, key account management and customer relationship management skills.

Expected Salary: RM5,000

**SUPPLY CHAIN**

**BRANDING PURCHASER/ EXECUTIVE (PETALING JAYA) – JY1004**

Early-30's with SPM certification with incomplete Diploma (due to financial constraints) with nearly 2 years of working experience as a Branding Purchaser, 1 year of working experience as an Inventory Executive. Possess nearly 4 years of Customer Service experience and nearly 5 years of working experience in Sales function. Experienced in following up quotations/PO with local & overseas supplier, assisting customers in processing orders, applications, registration, and perform material sourcing. Able to handle enquiries, calls, emails, resolve customer complaints, promote company products as well as deliver goods to customers, etc.

Expected Salary: RM3,500

**TRADING MANAGER (KLANG VALLEY) – BC1005**

Degree in Business Administration. Late 20's with over 9 years of experience in full spectrum of trading and shipping operations mainly in building materials industry, covering 3 million tons of cargo across entire supply chain. Well versed in SAP system as well as dealing with freight forwarding agents. Possesses good communication skills. Able to commence work immediately.

Expected Salary: RM11,000

**SUPPLIER DEVELOPMENT MANAGER (PETALING JAYA) – CL1001**

Bachelor in Physics. Late 30s. From commercial, technical background with more than 15 years of QA, Supplier quality management experiences. Currently holding 2 portfolios in Procurement as well as Quality Assurance. Responsible in Procurement functions in Procure to Pay, Sourcing, New Model Introduction, Advanced Product Quality Planning (APQP), Cost Reduction projects, Supplier Audits and all Code of Conducts compliances. Lead a team of 15. With some regional exposure. Currently using SAP and ARIBA system.

Expected Salary: RM12,000

**ASSISTANT MANAGER PROCUREMENT SUPPORT (PETALING JAYA) – CL1002**

Bachelor of Finance. Mid 30s. Able to communicate well and speak good English. Close to 10 years of Sourcing and Procurement experiences with exposure in renown US based manufacturing environment and a short stint in shared services environment. Solid understanding of end to end procurement cycle, namely sourcing, negotiation and buying. Exposure in both direct and indirect procurement. SAP power user.

Expected Salary: RM7,200

**REGIONAL BUYER (PETALING JAYA) – CL1003**

Higher diploma in Electrical Engineering. Mid 40s. More than 10 years of Procurement experiences with regional exposure. Solid understanding of end to end procurement cycle. Been exposed to both front end – customer engagement, vendor management and back end operation. Vendor quality management, pre and post vendor audit processes. People management experiences – lead a team of 4. SAP system exposure.

Expected Salary: RM10,500

**PROCUREMENT MANAGER (KUALA LUMPUR) – CL1004**

Master in Business Administration. Mid 30s. Close to 12 years of procurement & strategic sourcing experiences. Various industries exposure namely IT services, consumer products and Regional Shared Services. Solid professional experiences in indirect procurement. Conducted tendering, supplier managements on many commodities – namely office facilities/maintenance, office renovation, logistics services, IT, electronics components and some mechanical parts too. Good communicator with SAP system exposure.

Expected Salary: RM13,000

**CONTRACT AND VENDOR MANAGEMENT LEAD (KLANG VALLEY) – CL1005**

Bachelor Degree in Telco Engineering. Early 30s. Total 9 years of procurement experiences, with 8 years of indirect procurement and 1 year of direct procurement. Industries experiences including engineering, mining, oil & gas, shared services and FMCG. In charge of all indirect purchasing of various MNCs. Item procured are such as spare parts, office facilities, professional services, IT and telco. With people management experiences and 7 years of SAP system experiences.

Expected Salary: RM11,000

## NORTHERN REGION

### **SALES EXECUTIVE (PENANG ISLAND / PRAI) – FK1001**

Bachelor's Degree in Business Management. Mid 20's with one year of Sales experience in construction material industry. Responsible for the contractor & developer accounts in Penang Island. Candidate is taking care of existing client accounts and to develop new business opportunities. Sales activities included of sales cold call, sales visit, RFQ, payment collection, truck/delivery arrangement, prepare sales report and monthly sales forecast, etc. Candidate is able to pick up any technical knowledge in short period of time even though not graduated from technical background. Candidate would be able to perform well if training platform is provided.

Expected Salary: RM3,500

### **PROJECT MANAGER (PENANG ISLAND / PRAI) – FK1002**

Bachelor's Degree in Materials and Manufacturing Engineering. Early 40's with more than 16 years of Project Management experience in Construction/M&E Engineering industries of which 11 years in managerial role. Experienced in new project tendering, entire project management, costing, deal with vendors/sub-con/authorities, etc. Projects handled before such as Factories, Hospitals, Malls, Residential Apartment, etc.

Expected Salary: RM9,500

### **PROJECT MANAGER (PENANG ISLAND / PRAI) – FK1003**

MBA holder with Bachelor's Degree in Mechanical Engineering. Mid 30's with 11.5 years of working experience in Project Management with Construction/M&E Engineering industries of which 6 years in managerial role. Involved in the entire project management, from costing to project hand-over. Experienced in liaise with vendors/sub-con/authorities, etc. during project execution. Responsible for market analysis and new industries penetration as well.

Expected Salary: RM8,500

### **BANKING ASSISTANT SALES MANAGER (PENANG ISLAND / PRAI) – FK1004**

Bachelor's Degree in Electrical & Electronics Engineering. Mid 20's with more than 3.5 years of working experience in selling different banking products (Wealth Management, Personal Financing, Credit Cards, Fixed Deposit, etc.). Obtained own list of high net worth client based (>RM400K). Constant sales achiever. Obtained certificate in CEILI, PCE, etc.

Expected Salary: RM5,400

### **BUYER/PURCHASER (PENANG ISLAND / PRAI) – FK1005**

Diploma in Business Studies. Late 20's with more than 7.5 years of working experience of which 4.5 years in purchasing role with Electronics industries. Involved in the entire purchasing process cycle, i.e.: deal with suppliers, pricing negotiation, delivery, inventory management, etc. Able to handle 60 over suppliers from oversea/locally. Knowledge in SAP & ERP system.

Expected Salary: RM3,500

### **BANKING RELATIONSHIP MANAGER (PENANG ISLAND / PRAI) – FK1006**

Bachelor's Degree in International Economics. Early 30's with more than 6 years of working experience in different banking products (Bancassurance, Wills Management, Personal Financing, Wealth Management, etc.). Obtained own list of high net worth client based (>RM500K). Constant sales achiever. Obtained certificate in CEILI, PCE, Takaful, FIMM, IPTC, etc. Has good communication skills.

Expected Salary: RM7,000

### **PURCHASING MANAGER (PRAI) – KH1001**

Diploma in Hospitality. Late 30's with more than 15 years of working experience. Exposed to train and supervise the purchasing team, prepare purchasing reports to Managing Director, reduce materials cost through cost down project and localization. Forecasting price trend and impact on future activities of raw materials. Forecasting stock levels of raw materials demands to meet the production yield. Execute, monitor and planning overall purchasing of the company such as: raw materials, machineries, packaging materials and others indirect materials. Purchase chemical products from local & overseas for production usage. Ability to evaluate and audit potential oversea suppliers in terms of supply consistency, products quality and reliability. Conduct negotiations with suppliers to meet the best package in terms of qualities, prices terms, deliveries and services that beneficially to company. Sourcing, develop and evaluation of new products from local & overseas. Assist production dept. for the new production line setup. Liaise with custom officer of LMW application, monthly and annual report.

Expected Salary: RM9,000

### **SENIOR EHS ENGINEER (PRAI) – KH1002**

Degree in Chemistry. Mid 30's with more than 11 years of working experience. Organize and lead EHS team towards EHS excellent. Ensure all compliance with local regulation DOE, DOSH, FMA, AELB. Perform daily safety walkabout to ensure safety at workplace. Promote safety at work by organizing safety and health committee. Plan and develop a training need analysis and for safety and health and ERT team. Organizing training fire drills, first aid, evacuation drill, chemical drills to employee in company and hostel. Lead ISO 14001 and 18001 audit and internal audit. Becoming MR for 3rd party audit by customer/EICC/SR audits. Maintain and work with Radiation Consultant. Analyse accident, incident and near miss statistic to achieve zero incident goal. Become an expert in RoHS and coordinate all RoHS requirement in plant. Liaise with DOSH, BOMBA, DOE to ensure report and permit are renewed on time. Monitor air, water and schedule waste management to adhere DOE requirements. Environmental monitoring program to save environment and resources.

Expected Salary: RM7,000

### **EHS MANAGER (PRAI) – KH1003**

Degree in Chemistry. Mid 30's with more than 10 years of working experience. Responsibilities as stipulated in Section 29 (3) of OSHA Reg. 1994 and Reg. 18 /19 of OSHA (Safety and Health Officer) Regulations 1997. Experience in handling, storage and packaging of Scheduled Waste (CepSWaM) competent person. Knowledge in handling facilities such as Waste water treatment plant, scrubber system and beg filter. Well versed with DOE, DOSH and BOMBA regulations. Handling any audits and have knowledge in OHSAS 18001, ISO 9001 and ISO 14001 standard requirements. Have experience in any accident / incident reporting. Conducting internal training on any EHS related matters. Have knowledge in chemicals and SDS (Bachelor Degree holder in Analytical Chemistry). Acting as the Management Representatives of ISO and OHSAS system. Have experience in conducting OHSAS internal audits and acting as internal auditors.

Expected Salary: RM13,000

**SUPPLY CHAIN MANAGER (PRAI) – KH1004**

Diploma in Business Management. Mid 30's with more than 15 years of working experience. Manage Sourcing, Request for Quotation and Supplier Selection Process. Identify and conduct cost savings opportunities with various stakeholders (engineering, project & process applications). Negotiate with supplier commercial term & condition. Ensure on-time delivery of equipment & service through efficient expediting process. Oversee & manage daily operation of store. Minimize slow moving and non-moving inventory. Quarterly review the stock movement and report to management. Compile quarterly summary for inventory surplus & shortages. Coordinate entire logistic operations including handling of import customs clearance & resolve custom issue related to duty & tax. Verify shipment cost and ensure correctness of cost received from forwarding agent.

Expected Salary: RM7,000

**HR MANAGER (KULIM / PRAI) – KH1005**

Diploma in Business Management. Mid 30's with more than 13 years of working experience. To assist the superior in the formulation of policies related to human resource management and to ensure that the policies concerned are made known to staff and effectively carried out. To develop and maintain procedures in close collaboration with other departments in various aspects related to human resource in achieving collective interests. To develop and maintain all procedures related to staff's compensation and benefits administration. To establish guidelines and procedures for salary administration, e.g. monthly salary computation, annual salary increment, salary adjustment etc. Identify and assess future and current training needs through job analysis, career paths, annual performance appraisals and consultation with line managers. Processing of work permit and visa for expatriates and liaising with the relevant government bodies to ensure the processing is done on a timely and effective manner.

Expected Salary: RM8,000

**SALES ENGINEER (PENANG ISLAND) – IT1003**

Diploma in Manufacturing Technology. Late 20's with more than a year of working experience at an Engineering Software Product Company as well as 8 months working experience as an Assistant Project Engineer. While working as a Sales Engineer was tasked with covering the northern region. Main task includes following up with existing customers, giving demo, presentation, etc.

Expected Salary: RM3,400

**OTHER REGIONS**

**FINANCE EXECUTIVE (SEREMBAN) – SK1204**

Bachelor of Accounting (Honors). Late 20's with more than 6 years of experience in the accounting field. Experienced in handling full set of accounts, submitting GST returns, preparing audit & tax schedules and bank reconciliation statements. Solid external auditor background and a member of MIA. Skilled in using MYOB and UBS accounting software.

Expected Salary: RM4,000

**SENIOR IT EXECUTIVE (MELAKA) – BG1003**

Bachelor Degree in Information Technology. Mid 30's with more than 14 years of working experience in IT field. Responsible in providing onsite support, phone support and remote desktop support to end users. Experienced in supporting server, network, hardware, software and applications. Experienced in planning, implementing and supporting the network and computing infrastructure plan. Providing technical support such as installation, configurations, troubleshoot problems to end user and conduct end user training.

Expected Salary: RM4,500

**DOCUMENT CONTROLLER (JOHOR BAHRU) – IT1005**

Diploma in Aviation Management. Mid 20's with 4 years of working experience as a Document Controller mostly in the construction industry. Currently working in KL, will be relocating to JB. Familiar with multiple EDMS software such as Aconex, Fingertips, SharePoint & SAP. Familiar also with ISO 9001:2008.

Expected Salary: RM3,500