

Job Vacancy

Company Name: Luna Far East Sdn Bhd

Industry: Manufacturing

Location: Klang, Selangor

Website: www.lunafareast.com

Company Size: 1-50 Employees

Working Hours: 8-6pm Monday to Friday, and 8-12pm Saturday

Dress Code: Business (e.g. shirts)

Benefit: Travel allowance, medical allowance

Spoken Language: English, BM

Job title: Production Engineer

Requirements:

- Candidate must possess at least Bachelor Degree Post Graduate Diploma, Professional Degree in Operation Management, Engineering (Electrical/Electronic), Engineering (Mechanical), Business Studies/Management or equivalent
- Required language(s): Malay and English. Ability to communicate in Mandarin is an added advantage
- Computer literacy with Microsoft Office
- Committed, self-motivated, good initiative and good organization skills
- Able to work independently in a changing and multi-tasking environment with numerous deadlines

Description:

- To ensure production process is in accordance to production schedule and plan towards meeting the set targets and quality
- Plan, schedule, coordinate production through the production cycle
- Prioritize production orders and other potential schedule interruptions or rescheduling
- Daily supervision of production assemblers by ensuring effective employee relations, creating an ethical, non-discriminatory and safe work environment
- establishing effective communication lines and methods;
- Identifying and solving employee problems, managing conflict and responding to grievances
- Managing expenses control
- To ensure all finished products are being delivered to customers in accordance to the customers specifications
- Focusing on prevention by keeping up with equipment maintenance and employee training
- Ensure that the workplace is monitored and is fully in compliance with the requirements from Department of Occupational Safety and Health (DOSHS) This includes maintenance and update of material safety data sheet (MSDS) and OSHA forms
- Prepare daily, weekly and monthly report and statistic
- Any other duties as assigned by your superior