

VACANCY ADVERTISEMENT

Position : **EXECUTIVE**
Section : **Finance**
Category/ Grade : **Junior Management**

JOB PURPOSE:

To manage investment activities and financial-efficiency initiatives through financial analysis, performance monitoring and stakeholder coordination, supporting optimal fund utilisation, cost effectiveness and sustainable organisational financial performance.

JOB RESPONSIBILITIES:

- Assess and manage investment activities by analysing investment performance, monitoring market trends, evaluating returns and preparing investment analysis reports.
- Support optimal fund utilisation and prudent financial decision-making through timely and accurate financial insights and recommendations.
- Identify cost-optimisation opportunities by reviewing operational expenditure patterns, analysing efficiency gaps and recommending financial improvement initiatives.
- Analyse financial and operational data, prepare comparative analyses, identify trends and generate performance insights to support strategic planning and resource optimisation.
- Monitor financial-efficiency initiatives by tracking implementation progress, evaluating outcomes and reporting relevant performance indicators for continuous improvement.
- Coordinate with internal stakeholders to gather operational and financial information, facilitate discussions and support the implementation of financial-efficiency initiatives.
- Ensure investment and financial activities are carried out in accordance with approved policies, internal controls, applicable financial reporting standards and regulatory requirements.

- Support continuous improvement initiatives and undertake other related responsibilities assigned by Management.

REQUIREMENTS:

- Bachelor's degree in Accounting, Finance or a related field from a recognised institution.
- Must be a Chartered Accountant and a member of the Malaysian Institute of Accountants (MIA), with a recognised professional qualification such as ACCA, ICAEW, CPA Australia, CIMA or an equivalent qualification.
- Minimum 10 years of relevant experience in finance, investment analysis, financial planning and analysis, management accounting, audit or a related field.
- Practical experience in financial analysis, investment performance monitoring, management reporting, budgeting, forecasting, cost optimisation and financial modelling.
- Strong analytical thinking, report writing, stakeholder engagement, communication, planning and problem-solving skills, with proficiency in Microsoft Excel and financial analysis tools.
- Demonstrates a high level of integrity, accountability, attention to detail, sound professional judgement, emotional intelligence and teamwork.

Kindly email your application to recruitment@st.gov.my . Shortlisted candidates who meet all the required criteria will go through a thorough selection and assessment process.