

## Admin

Position	Qualification	Years	Salary Range
Senior Administrative Manager	Master /Degree	8-10yrs	RM 8,000 - RM 10,000
Administrative Manager	Master /Degree	6-7yrs	RM 5,500 - RM 7,500
Assistant Admin Manager	Degree /Diploma	5-6yrs	RM 5,000 - RM 6,000
Senior Admin Executive	Degree /Diploma	4-5yrs	RM 4,500 - RM 5,000
Administrative Executive	Degree /Diploma	2-4yrs	RM 2,800 - RM 4,500
Administrative Officer/ Assistant	Degree /Diploma	0-2yrs	RM 2,000 - RM 2,800
Administrative Assistant/Clerk	STPM/Cert/ SPM	1-2yrs	RM 1,500 - RM 2,500
Receptionist / Front Office Assistant	SPM/Cert	1-2yrs	RM 1,500 - RM 1,800
Data Entry Assistant/ Clerk	SPM/Cert	0-2yrs	RM 1,200 - RM 1,500

## Customer Service/Sales Coordinator

Position	Qualification	Years	Salary Range
Senior Sales Support/Sales Admin/Customer Service	Degree /Diploma	4-5yrs	RM 3,500 - RM 4,800
Sales Support/Sales Admin/Customer Service Exec	Degree /Diploma	3-4yrs	RM 3,000 - RM 3,800
Sales Support/Sales Admin/Customer Service Offic	Degree /Diploma	0-2yrs	RM 2,000 - RM 2,800
Service Controller	Degree /Diploma	0-2yrs	RM 2,000 - RM 2,800
Branch Support Admin	Degree /Diploma	0-2yrs	RM 2,000 - RM 2,800
Sales Coordinator/Customer Service Assistant	STPM/Cert/ SPM	0-1yrs	RM 1,800 - RM 2,000
Order Processing Admin	STPM/Cert/ SPM	0-1yrs	RM 1,500 - RM 2,300

## Call Centre

Position	Qualification	Years	Salary Range
Senior Operation Manager	Master/Degree	7-10yrs	RM 8,000 - RM 10,000
Call Centre Manager	Degree /Diploma	5-6yrs	RM 5,500 - RM 7,500
Assistant Call Centre Manager /Senior Call Centre S	Degree /Diploma	4-5yrs	RM 4,000 - RM 6,000
Trainer	Degree /Diploma	2-3yrs	RM 3,500 - RM 4,500
Team Leader	Degree /Diploma	3-4yrs	RM 3,500 - RM 5,500
Customer Service Representative/Executive	Degree /Diploma /SPM	1-2yrs	RM 2,000 - RM 3,000
Customer Service Assistant - Inbound/Outbound	Degree /Diploma /SPM	1-2yrs	RM 2,200 - RM 2,500
Telemarketer - Outbound	Degree /Diploma /SPM	1-2yrs	RM 1,500 - RM 2,500

## Secretary/Personal Assistant

Position	Qualification	Years	Salary Range
Personal Assistant	Degree /Diploma	3-5yrs	RM 3,500 - RM 5,000
Personal Assistant	Degree /Diploma /SPM	1-2yrs	RM 2,500 - RM 3,500
Executive Secretary	Degree/Professional Cert/	≥ 5 yrs	RM 4,500 - RM 7,500
Secretary	Degree/Professional Cert/	3-4yrs	RM 3,500 - RM 4,500
Secretary	Diploma/PSC	1-2yrs	RM 2,500 - RM 3,500
Junior Secretary	Diploma/PSC/SPM	0-2yrs	RM 1,800 - RM 2,500

## HR & Senior Management

Position	Qualification	Years	Salary Range
CEO	Master/Degree/Diploma	8-20yrs	RM 10,000-RM 50,000
HR General Manager	Master/Degree/Diploma	8-12yrs	RM 10,000-RM 30,000
HR Manager	Master/Degree/Diploma	5-10yrs	RM 6,000-RM 10,000

HR Assistant Manager	Master/Degree/Diploma	3-8yrs	RM 4,500-RM 6,000
HR Senior Executive	Master/Degree/Diploma	3-5yrs	RM 3,000-RM 5,000
HR Executive	Degree	0-3yrs	RM 2,500-RM 4,000
C&B, IR, Staffing Specialist	Master/Degree/Diploma	1-4yrs	RM 2,500-RM 4,000
HR Executive	Diploma	2-6yrs	RM 2,000-RM 4,000
HR Assistant/ Officer	Diploma/Certificate	3-5yrs	RM 1,600-RM 3,000
HR Clerk	Diploma/Certificate/SPM	0-2yrs	RM 1,200-RM1,800
Training Manager	Master/Degree/Diploma	5-10yrs	RM 5,000-RM 15,000
Training Executive	Master/Degree/Diploma	0-3yrs	RM 2,500-RM 4,000
Payroll Assistant Manager	Degree/Diploma/Certificate	5-8yrs	RM 4,000-RM 6,000
Payroll Executive	Degree/Diploma/Certificate	3-6yrs	RM 2,500-RM 4,500
Payroll Assistant	Diploma/Certificate/SPM	0-2yrs	RM 1,200-RM 2,500

## Finance/Accounting

Position	Qualification	Years	Salary Range
Financial Controller	Degree/Professional Cert	8-10yrs	RM 15,000 - RM 20,000
Finance Manager	Degree/Professional Cert	6-8yrs	RM 8,000 - RM 15,000
Accountant	Degree/Professional Cert	4-6yrs	RM 5,000 - RM 8,000
Assistant Accountant	Degree/Professional Cert	3-4yrs	RM 4,000 - RM 5,000
Senior Financial Analyst	Degree/Professional Cert	5-6yrs	RM 6,000 - RM 8,000
Financial Analyst	Degree/Professional Cert	3-4yrs	RM 4,000 - RM 6,000
AP Manager/AR Manager/GL Manager	Degree/Professional Cert/Partial Professional Cert	6-8yrs	RM 7,000 - RM 10,000
Team Leader (AP/AR/GL)	Degree/Professional Cert/Diploma	4-6yrs	RM 4,500 - RM 6,500
Analyst (AP/AR/GL)	Degree/Professional Cert/Diploma	3-4yrs	RM 4,000 - RM 5,500
Accounts Executive/Officer	Degree/Professional Cert	0-2yrs	RM 2,500 - RM 3,500
Senior Accounts Executive	Diploma/Partial Professional Cert	5-8yrs	RM 4,000 - RM 6,000
Accounts Executive/Supervisor	Diploma/Partial Professional Cert	3-4yrs	RM 2,500 - RM 4,000
Accounts Assistant / Clerk	Diploma/Cert/STPM/SPM	0-2yrs	RM 1,500 - RM 2,500
Credit Manager	Degree/Diploma	6-8yrs	RM 6,000 - RM 10,000
Senior Credit Executive	Degree/Diploma	4-6yrs	RM4,500 - RM 5,500
Credit Executive	Degree/Diploma	3-4yrs	RM 3,000 - RM 4,000
Internal Audit Manager	Degree/Professional Cert	7-10yrs	RM 6,000 - RM 10,000
Senior Internal Audit Exec	Degree/Professional Cert	4-6yrs	RM 4,000 - RM 6,000
Internal Audit Exec	Degree/Professional Cert	0-2yrs	RM 1,800 - RM 3,000
Internal Audit Exec/Officer	Diploma/Cert	2-4yrs	RM 2,000 - RM 3,500
Internal Audit Assistant	Diploma/Cert	0-2yrs	RM 1,300 - RM 2,500

## Sales

Position	Qualification	Years	Salary Range
Sales Manager	Diploma/Degree	5-8yrs	RM 6,000 - RM10,000
Senior Sales Executive	Diploma/Degree	3-5yrs	RM 4,000 - RM 5,500
Sales Executive	Diploma/Degree	1-3yrs	RM 2,500 - RM 3,500
Junior Sales Executive/Sales Representative	SPM/Diploma/Degree	0-2yrs	RM 1,800 - RM 2,500

Business Development Manager	Diploma/Degree	5-8yrs	RM 6,000 - RM 10,000
Senior Business Development Executive	Diploma/Degree	3-5yrs	RM 3,500 - RM 5,500
Business Development Executive	Diploma/Degree	1-3yrs	RM 2,800 - RM 4,500
Key Account Manager	Diploma/Degree	3-5yrs	RM 4,000 - RM 5,500
Key Account Executive	Diploma/Degree	1-3yrs	RM 2,500 - RM 5,000
Senior Sales Engineer	Diploma/Degree	3-5yrs	RM 3,000 - RM 5,500
Sales Engineer	Diploma/Degree	1-3yrs	RM 2,800 - RM 3,500

## Marketing

Position	Qualification	Years	Salary Range
Marketing Manager	Diploma/Degree	≥ 5 yrs	RM 5,000 - RM 10,000
Advertising/ Event Manager	Diploma/Degree	≥ 5 yrs	RM 5,000 - RM 8,000
Brand Manager	Diploma/Degree	≥ 5 yrs	RM 5,000 - RM 7,000
Senior Marketing Executive	Diploma/Degree	3-5yrs	RM 3,000 - RM 5,000
Marketing Executive cum Creative Designer	Diploma/Degree	1-3yrs	RM 2,800 - RM 3,500
Marketing Executive	Diploma/Degree	1-3yrs	RM 2,500 - RM 3,500
Marketing Assistant	Diploma/Certificate	0-2yrs	RM 2,000 - RM 2,500
Senior Marketing Communication Executive	Diploma/Degree	3-5yrs	RM 3,000 - RM 5,000
Marketing Communication Executive	Diploma/Degree	2-4yrs	RM 2,800 - RM 4,000
Senior Digital Marketing Executive	Diploma/Degree	3-5yrs	RM 3,000 - RM 5,000
Digital Marketing Executive	Diploma/Degree	0-3yrs	RM 2,500 - RM 3,500
Product Manager	Diploma/Degree	4-5yrs	RM 4,000 - RM 6,000
Product Executive	Diploma/Degree	0-4yrs	RM 2,500 - RM 4,000
Product Assistant	SPM/Certificate/ Diploma	0-3yrs	RM 2,000 - RM 2,500
Marketing Coordinator	SPM/Certificate	0-3yrs	RM 2,000 - RM 2,800

## Civil, Construction, Architecture

Position	Qualification	Years	Salary Range
Project Director	Degree	8-20yrs	RM 10,000 -RM 30,000
Project Manager	Degree	6-10yrs	RM 8,000 - RM 24,000
Project Engineer	Degree	2-5yrs	RM 3,000 - RM 8,000
Civil & Structural Design Eng	Degree	2-5yrs	RM 3,000 - RM 8,000
Design Architect	Master/Degree/Diploma	5-10yrs	RM 4,000 - RM 15,000
Project Architect	Master/Degree/Diploma	0-3yrs	RM 2,000 - RM 5,000
Contract Manager	Degree/Diploma	5-10yrs	RM 6,000 -RM 15,000
Quantity Surveyor	Degree/Diploma	3-6yrs	RM 2,500 - RM 4,500
Assistant QS	Diploma	1-4yrs	RM 1,800 - RM 2,500

## Engineering, Technical and Oil & Gas

Position	Qualification	Years	Salary Range
Technical Manager	Degree	5-10yrs	RM 8,000 - RM 20,000
Project Manager	Degree	5-10yrs	RM 8,000 - RM 20,000
Production Manager	Degree	5-10yrs	RM 6,000 - RM 20,000
Oil & Gas Dept Manager	Degree	5-10yrs	RM 10,000 - RM30,000
Technical Support/ Service Engineer	Degree	1-5yrs	RM 2,500 - RM 8,000
Project/ Application Engineer	Degree	1-5yrs	RM 2,500 - RM 8,000
Production/ Process Engineer	Degree	1-5yrs	RM 2,500 - RM 8,000
Oil & Gas Engineer	Degree	1-5yrs	RM 2,500 - RM20,000
Service Technician	Diploma/ Certificate	1-3yrs	RM 1,500 - RM 3,500

Production Technician	Diploma/ Certificate	1-3yrs	RM 1,200 - RM 2,000
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## IT

Position	Qualification	Years	Salary Range
Project Manager	Degree	4-6yrs	RM 6,000 - RM 10,000
IT Manager	Degree	5-8yrs	RM 6,000 - RM 8,000
Sr Software Engineer / Programmer	Degree	3-5yrs	RM 4,500 - RM 6,000
Software Engineer / Programmer	Degree/Diploma	1-3yrs	RM 2,500 - RM 4,500
System Administrator	Degree/Diploma	2-5yrs	RM 3,000 - RM 5,000
Senior IT Executive	Degree/Diploma	5-6yrs	RM5,000 - RM5,500
IT Executive	Degree/Diploma	2-4yrs	RM 2,200 - RM 4,500
Sr Web Designer	Degree/Diploma	3-5yrs	RM 4,500 - RM 6,000
Web Designer	Degree/Diploma	2-3yrs	RM 2,500 - RM 4,500
Network Engineer	Degree/Professional Cert	3-5yrs	RM 4,500 - RM 6,500
Database Administrator	Degree/Diploma	2-5yrs	RM 3,500 - RM 5,500
Helpdesk Executive	Degree/Diploma	2-5yrs	RM 2,500 - RM 4,500
Technician	Diploma	1-3yrs	RM 1,800 - RM 3,000

## Graphic Designer / Draughtsperson

Position	Qualification	Years	Salary Range
Graphic Designer	Degree/Diploma	1-5yrs	RM 2,000 - RM 4,000
Draughtsman	Degree/Diploma	1-3yrs	RM 1,800 - RM 3,500

## Product & Manufacturing

Position	Qualification	Years	Salary Range
Factory Manager	Degree	5-10yrs	RM 8,000 - RM 25,000
Production Manager	Degree	5-10yrs	RM 6,000 - RM 20,000
Health & Safety Manager	Degree	5-10yrs	RM 4,000 - RM 10,000
Health & Safety Executive	Degree	1-4yrs	RM 1,800 - RM 5,000
Production/ Process/ Engineering Engineer	Degree	1-5yrs	RM 2,500 – RM 5,000
Production Planner/ Executive	Degree	1-5yrs	RM 2,500 – RM 4,000
QA Engineer	Degree	1-5yrs	RM 2,500 – RM 6,000
QA Executive	Degree/ Diploma	1-5yrs	RM 2,500 – RM 5,000
QC Technician	Diploma/ Certificate	1-5yrs	RM 1,200 – RM 2,000
QC Inspector	SPM/ Certificate	1-5yrs	RM 1,200 - RM 2,000

## Logistic, Purchasing, Shipping, Warehousing, Operation

Position	Qualification	Years	Salary Range
Purchasing Manager	Master /Degree	6-7yrs	RM 6,000 - RM 8,000
Assistant Purchasing Manager	Degree /Diploma	5-6yrs	RM 4,500 - RM 5,500
Senior Purchasing Executive	Degree /Diploma	4-5yrs	RM 3,500 - RM 4,800
Mechanical Purchaser	Degree /Diploma	4-5yrs	RM 3,500 - RM 5,000
Procurement Executive	Degree /Diploma	3-5yrs	RM 3,000 - RM 4,800
Purchasing Executive	Degree /Diploma	3-4yrs	RM 3,000 - RM 4,000
Purchasing Executive/Officer	Degree /Diploma	0-2yrs	RM 1,800 - RM 2,800
Purchasing Assistant	STPM/Certificate	1-2yrs	RM 1,500 - RM 2,000
Purchasing Clerk	SPM	1-2yrs	RM 1,500 - RM 1,800
Logistic Manager	Master /Degree	6-7yrs	RM 6,000 - RM 8,000

Assistant Logistic Manager	Degree /Diploma	5-6yrs	RM 4,500 - RM 5,500
Senior Logistic Executive	Degree /Diploma	4-5yrs	RM 3,500 - RM 4,800
Logistic Executive	Degree /Diploma	2-3yrs	RM 2,800 - RM 3,500
Logistic Executive/ Officer	Degree /Diploma	0-2yrs	RM 1,800 - RM 2,800
Logistic Assistant	STPM/Certificate/SPM	0-2yrs	RM 1,500 - RM 2,000
Logistic Clerk	SPM	1-2yrs	RM 1,300 - RM 1,800
Shipping Manager	Master /Degree	6-7yrs	RM 6,000 - RM 8,000
Assistant Shipping Manager	Degree /Diploma	5-6yrs	RM 4,500 - RM 5,500
Senior Shipping Executive	Degree /Diploma	4-5yrs	RM 3,500 - RM 4,800
Shipping Executive	Degree /Diploma	2-3yrs	RM 2,800 - RM 3,500
Shipping Executive/Officer	Degree /Diploma	0-2yrs	RM 1,800 - RM 2,800
Shipping Assistant	STPM/Certificate/SPM	0-2yrs	RM 1,500 - RM 2,000
Shipping Clerk	SPM	1-2yrs	RM 1,300 - RM 1,800
Inventory Executive / Principle Service Executive	Degree /Diploma	2-3yrs	RM 2,800 - RM 3,500
Inventory Officer	Degree /Diploma	0-2yrs	RM 1,800 - RM 2,800
Principle Service Assistant	STPM/Certificate/SPM	0-2yrs	RM 1,500 - RM 2,500
Inventory Clerk	SPM	1-2yrs	RM 1,300 - RM 1,800