



Job Advertisement:	SENIOR EXECUTIVE STRATEGIC PLANNING	Posting Date:	13-Oct-2021
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Job Description

Responsibilities:

- To assist Department/Unit Head to establish, monitor and review the company's KPIs.
- To communicate & liaise with other divisions on tracking & monitoring of KPIs.
- To record, review & update periodical KPI Scorecard.
- Assist Department/Unit Head to prepare working papers, presentation decks and other matter to CEO and/or BOD related to Strategic Planning.
- Attend meeting with stakeholders, other divisions/departments on matters related to Strategic Planning.
- Ensure all documents such as working papers, report & others are properly documented & stored.
- Prepare, monitor & review Department/Unit budget & KPIs.
- Support other duties as & when required.

Requirements:

- Degree holder in Business Planning or any related discipline and/or its equivalent.
- Minimum 5-8 years of working experience in Corporate Planning.
- Proficiency in written and spoken Bahasa Malaysia and English.
- Highly computer literate, meticulous and possess eye for detail.
- Willingness to travel.

Candidates with relevant working experience and qualification are invited to submit application by email to hr@mrl.com.my.