

LIST OF JOB VACANCIES

No	Department	Job Title	Number of Vacancies
2	Defence & Strategic Business	Head of Department	1
3		Assistant Manager	1
4		Senior Executive	1
Total			3

DEPARTMENT: DEFENCE AND STRATEGIC BUSINESS (New Department)

Position: Head of Department

Report to: Chief Investment Officer

Job Description:

- Responsible to lead, manage and execute investment in the defence industry and other strategic business which relates to the Ministry of Defence (MinDef) and the Malaysian Armed Forces. This includes the planning, implementation, execution and monitoring of active investment strategies.
- Responsible to oversee and undertake research, analysis and evaluation on the defence industry, defence companies and defence contracts to be tendered out by the MinDef to identify potential investment opportunities.
- Responsible for the overall day-to-day operations and administration of the Defence and Strategic Business Department. Ensure compliance towards all applicable regulations, policies and procedures as per the relevant Acts and Investment Policy & Guidelines (IPG).
- Responsible to lead the team to undertake investment within defence industry and strategic business to obtain desired income and other key deliverables metrics. This includes the planning, implementation, execution and monitoring of active investment strategies.
- Responsible to lead engagement with key stakeholders such as MinDef, Armed Forces, business partners and industry players to keep abreast on contracts pipeline for participation and form quality partnership.
- Responsible to undertake research on defence policies and industry to formulate the plan for institutionalising the procurement and maintenance of military assets.
- Responsible to ensure compliance towards all investment legislations, policies and procedures.
- Accountable for key initiatives as below:-
 - Setting up of Defence and Strategic Business (DSB) Department including administration and operations.
 - Stakeholder Engagement to achieve key deliverables.
 - Due diligence (financial, technical & legal) on potential business opportunities within MinDef and Armed Forces.

Qualifications:

- Minimum Bachelor Degree in Investment/Actuarial Science/Economics/any relevant field from reputable university
- Chartered Financial Analyst (CFA) qualification is an added advantage.
- Minimum 10 years' experience in fund management.
- Experienced in Investment Analysis and Stakeholders Management.
- Good understanding of guidelines and regulation related to investment in public markets, including the Tabung Angkatan Tentera Act 1973, Trustee Act 1949, Capital Market and Services Act 2007, Financial Services Act 2013 and any other relevant Acts or Guidelines by the relevant authorities.
- Good interpersonal skills and effective communication skills (written and spoken).
- Project management skills involving internal and external parties.
- Ability to manage tight deadlines and work under pressure.
- Performance driven and possessed leadership qualities.
- Ability to deal with people at all levels.

Position: Assistant Manager

Report to: Head of Defence and Strategic Business

Job Description:

- Responsible to assist HOD to plan, manage and execute investments in the defence industry, which includes engaging key stakeholders as part of securing and managing defence contracts from Ministry of Defence (MINDEF) as well as monitoring the performance of such investments.
- Responsible to oversee and undertake research, analysis and evaluation on the defence industry, defence companies and defence contracts to be tendered out by the MINDEF to identify potential investment opportunities.
- Responsible to assist HOD in the overall smooth day-to-day operations and administration of the Strategic Investment Department.
- Responsible to ensure compliance towards all investment legislations, policies and procedures.
- Responsible to undertake research, analysis and evaluation on the defence industry, defence companies and defence contracts to be tendered out by the MINDEF.
- Responsible to engage key stakeholders such as MINDEF and business partners to secure contracts and form partnership for business venture.
- Responsible to monitor investments and contracts awarded by MINDEF to ensure investments achieve the target return.
- Responsible to ensure compliance towards all investment legislations, policies and procedures.
- Responsible to assist in key initiatives of the Department such as –
 - Investment in Defence and Strategic Business (DSB).
 - Stakeholder Engagement.
 - Analysis and evaluation of contracts to be tendered out by MINDEF.

Qualifications:

- Minimum Bachelor Degree in Investment/Actuarial Science/Economics/any relevant field.
- Minimum 5 years of working experience in established asset management company/ investment firm/ financial institution.
- Strong financial analysis and modelling skills.
- Skilled in using Microsoft Excel in qualitative analysis.
- Deep understanding of defence equipment and systems.
- Good interpersonal skills and effective communication skills (written and spoken).
- Ability to conduct research and analysis independently.
- Competitive, trustworthy and highly initiative in carrying out tasks.
- Ability in analysing and preparing proposal papers.
- Ability to deal with people at all levels.

Position: Senior Executive

Report to: Assistant Manager Defence and Strategic Business

Job Description:

- Responsible to plan, manage and execute investments in the defence industry, which includes engaging key stakeholders as part of securing and managing defence contracts from Ministry of Defence (MINDEF) as well as monitoring the performance of such investments.
- Responsible to oversee and undertake research, analysis and evaluation on the defence industry, defence companies and defence contracts to be tendered out by the MINDEF to identify potential investment opportunities.
- Responsible to ensure compliance towards all investment legislations, policies and procedures.
- Responsible to analyse and evaluation of contracts to be tendered out by MINDEF.
- Responsible to undertake research, analysis and evaluation on the defence industry, defence companies and defence contracts to be tendered out by the MINDEF.
- Responsible to engage key stakeholders such as MINDEF and business partners to secure contracts and form partnership for business venture.
- Responsible to monitor investments and contracts awarded by MINDEF to ensure investments achieve the target return.
- Responsible to ensure compliance towards all investment legislations, policies and procedures
- Responsible to assist in key initiatives of the Department such as: -
 - Investment in Defence and Strategic Business (DSB)
 - Stakeholder Engagement

Qualifications:

- Minimum Bachelor Degree in Investment/Actuarial Science/Economics/any relevant field.
- Minimum 2 years of working experience in established asset management company/ investment firm/ financial institution.
- Staff in Grade 19 who passed the KPSL examination.
- Strong financial analysis and modelling skills.
- Skilled in using Microsoft Excel in qualitative analysis.
- Deep understanding of defence equipment and systems.
- Good interpersonal skills and effective communication skills (written and spoken).
- Ability to conduct research and analysis independently.
- Competitive, trustworthy and highly initiative in carrying out tasks.
- Ability in analysing and preparing proposal papers.
- Ability to deal with people at all levels.