



KOPERASI PERMODALAN FELDA MALAYSIA BERHAD

كوفراسي قرمودالن فيلدا مليسيا برحد

# JOB VACANCY

## EXECUTIVE LEGAL

### Requirements:

- Candidate must possess at least a Degree in Law.
- Fresh graduate or minimum 2 years of working experience in Law is preferred.
- Ambitious, mature with high ethical standards.
- Excellent interpersonal, communication and presentation skills.
- Must be reliable, keen to learn, able to work independently and a team player.
- High analytical and rationalization ability.
- Ability to manage deadlines and prioritise tasks with minimum supervisions.
- Excellent communication skills in Bahasa Melayu and English, both oral and written.

### Responsibilities:

- To provide legal advice to KPF and its subsidiaries.
- To review and prepare agreements or any legal documentations for KPF and its subsidiaries.
- To analyze legal information and do the essential paper work.
- To deal with external law authorities (if any).
- To perform any other tasks as and when required by the head of department.

Applications can be made by filling in BORANG PERMOHONAN PEKERJAAN which is available on website <http://www.kpf.my/informasi/kerjaya.html> and must be sent before 30 June 2022 to the address below:

Jabatan Pentadbiran & Sumber Manusia  
Koperasi Permodalan FELDA Malaysia Berhad  
Tingkat 8, Balai FELDA, Jalan Gurney 1  
54000 Kuala Lumpur  
Tel: 03-26942095 ext. 119/164  
Emel: [kpfadmin@felda.net.my](mailto:kpfadmin@felda.net.my)

*\* Only shortlisted candidates will be contacted*