

## Manager, Planning & Design

### Job Responsibilities:

The Incumbent is responsible for most or all of the following areas:

- Responsible for project design and smooth planning of the company's projects.
- Conduct design review with Consultants within acceptable design parameters, and space planning efficiency.
- Conduct research on latest trends, good planning/engineering and sustainable product/material.
- Coordinate with internal and/or external parties regarding design and technical issues.
- Coordination with Consultants on submission and approval of Development Plans (KM), Building Plans and necessary Authority approval.
- Assist in the progress of overall project master schedule, and estimated project costing.
- Conduct value engineering review and cost saving alternative with internal team and Consultants.

(\*) At any time, Sunsuria can review, at its own discretion, the job roles and responsibilities according to its strategy.

### Requirements:

- Bachelor degree in Architecture, Mechanical/Electrical Engineering, Civil/Structural Engineering, Interior Design or related discipline with minimum 5-7 years of relevant working experience in property development or construction industry.
- Able to write and communicate well in English and Bahasa, Chinese is an added advantage.
- Well versed with AutoCAD, Microsoft Office (Word, Excel, PowerPoint, etc.)
- Good design coordination skills with the ability to highlight and propose solutions.
- Good analytical skills & technical knowledge in Town Planning and Building-by law.
- Able to communicate effectively with all level of personnel.
- Meticulous and attention to details is necessary.