YP MAINTENANCE SDN. BHD.

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Email : ypmsb@ypmaintenance.com.my
Website : www.ypmaintenance.com.my

YP Maintenance Sdn. Bhd. envisions to be a leading provider in infrastructure asset management and maintenance services, striving to be a leader in the industry. Our organization is committed to complying with customer requirements and continually improving the Quality Management System to ensure customer satisfaction.

We are looking for experienced and technically competent individuals to be apart of our organization

CONTRACT MANAGER

Location: Kuantan, Pahang (1 Vacancy)

✓ Minimum Requirement:

- Bachelor's Degree in Quantity Surveying, Construction Management, or any related discipline.
- Minimum 5 years of relevant experience in senior-level contract management, commercial administration, and claims management, preferably in road maintenance highway, or infrastructure projects.
- Strong knowledge of standard forms of contract such as JKR/PWD, FIDIC, and other government contract requirements.
- Proven experience in managing variation orders, extension of time (EOT), claims, dispute resolution, and final account negotiations.
- Registration with the Board of Quantity Surveyors Malaysia (BQSM) and/or membership with the Royal Institution of Surveyors Malaysia (RISM) is an added advantage.

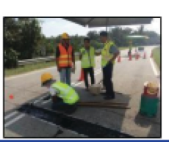
✓ Key Responsibilities:

- Manage all contractual and commercial matters related to road maintenance and rehabilitation projects.
- Review, draft, and administer contracts, including variation orders, EOT applications, claims, and dispute resolution processes.
- Identify and mitigate contractual risks while ensuring compliance with contract terms, company policies, and regulatory requirements.
- Lead negotiations and finalize settlements for claims, variations, and final accounts with clients, contractors, and consultants.
- Provide contractual advice and guidance to project teams and prepare commercial reports and recommendations for management decision-making.

BENEFITS

- Medical Outpatient Coverage
- Group Life Insurance
- Dental Benefits
- Hospitalization & Surgical Coverage

APPLICATION CLOSING DATE : 31 OCTOBER 2026

Email your resume to: **recfrm@ypmaintenance.com.my**

For more information, please contact our HR Department at **09-516 4400**