

## **VACANCY ADVERTISEMENT**

Position : **EXECUTIVE**  
Section : **Enterprise Intelligence**  
Division : Strategy and Corporate Affairs  
Category / Grade : Junior Management

### **JOB FUNCTION:**

Responsible for managing organizational knowledge and data while driving Enterprise Intelligence (EI) initiatives to deliver accurate, secure, and compliant data, and to transform information into actionable insights. The role supports analytics, reporting, and strategic implementation to enable informed decision-making, align with national policies, and strengthen the Suruhanjaya Tenaga's position as a data-driven regulator.

### **JOB RESPONSIBILITIES:**

- Manage and govern organizational data to ensure accuracy, security, compliance, and accessibility across the organization.
- Establish and enforce data standards, governance frameworks, and procedures for data collection, integration, sharing, and protection.
- Analyze and integrate data from multiple systems to produce insights, dashboards, and reports that support performance monitoring and decision-making.
- Translate organizational strategies and policy directions into measurable goals, indicators, and data-driven reporting frameworks.
- Support the implementation, rollout, and effective adoption of Enterprise Intelligence (EI) tools, dashboards, and analytics platforms, including user support and basic training.
- Engage internal and external stakeholders to understand data needs, support regulatory requirements, and ensure alignment with organizational priorities.
- Monitor the effectiveness of data and reporting initiatives, identify risks or gaps, and propose continuous improvement actions

## **REQUIREMENTS:**

- Bachelor's Degree in Data Science, Statistics, Economics, Business Analytics, Computer Science, Information Systems, Information Technology, or related fields from a Government-recognised university.
- Minimum five (5) years of relevant experience in Enterprise Intelligence, data analytics, data governance, or related fields is an added advantage.
- Strong understanding of data management, analytics platforms, Business Intelligence (BI) tools, and digital or data-driven transformation initiatives.
- Good knowledge of the regulatory framework and ecosystem of the Malaysian energy industry, including emerging technologies.
- Proficient in data analysis and visualisation tools such as Microsoft Excel, Power BI, Tableau, or equivalent platforms.
- Excellent communication and stakeholder engagement skills in both English and Bahasa Malaysia, with the ability to translate technical insights into business value.
- Strong analytical, strategic thinking, problem-solving, and change management capabilities, with a collaborative and results-oriented mindset.

The candidates who meet all the required criteria will go through a thorough selection and assessment process. Kindly email your application to [recruitment@st.gov.my](mailto:recruitment@st.gov.my) no later than 09 February 2026.