



**REGISTER YOUR INTEREST  
CROSS FERTILISATION PROGRAMME (CFP)  
Role-to-Role**

**Term : 1 (+1) Year**

**Duration : October 2014 – October 2015 (GLCs ↔**

**MNCs, PLCs**

**Duration : January 2015 – January 2016 (JPAs ↔**

**MNCs, PLCs**

**To Place**  
(Fill in Sec. A)

**To Host**  
(Fill in Sec. B)

**HOST COMPANY – UEM SUNRISE BERHAD**

**Details of Position Offered – Manager, Special Projects, Business Development**

About position – Job description

- To assist the DSM to perform qualitative and quantitative assessment of Business Proposals and conduct relevant financial simulation for various scenarios.
- To assist in the preparation, review and analysis of financial feasibility.
- To assist the DSM to analyze and evaluate new investment proposals.
- To assist the DSM to conduct relevant market study and procure desktop valuation/ valuation report, where necessary.
- To assist the Deputy Senior Manager (DSM) to prepare relevant documentation to comply with Company Policies such as Memos, Letters, Management Papers, BDC Papers and BOD papers.
- To assist the DSM to prepare presentation materials and review facts and conduct due diligence to assess strengths of investment partner/companies.
- To assist the DSM to carry out relevant actions for closure of the Business Proposal.
- To assist the DSM in taking necessary steps to protect the Company's interest during preliminary negotiations by taking relevant actions e.g executing Non-Disclosure Agreements with potential business partners.
- To assist the DSM in complying to the process and procedures of ULHB such drafting up annual Departmental KPIs, conduct mid-year review and prepare year-end submissions.

- To maintain and update all required periodic reporting, annual Business Plan, regular updates and revisions of SOPs, maintenance and updating of Risk Registrar and other related administrative procedures.
- Perform other related duties incidental to the work described herein.

#### Key Responsibilities – Functional Attraction

- 1) Participate in new ventures and diversification in the property market outside Nusajaya, Johor to generate sustainable profits and positive cash flows over a period of time and create sustainable long term revenue and profits for ULHB.
  - a) Conduct feasibility study and sensitivity analysis
    - i) Generate the development gross floor area (GFA) via provision of density/plot ratio for new land development.
    - ii) Generate the development components and building efficiency.
    - iii) Generate and review the development cost consisting of pre development cost, construction cost, sales & marketing cost and post construction cost.
    - iv) Generate and review the selling price for gross development value (GDV).
    - v) Generate gross profit margin (GP), net development profit margin (NDP), cashflow projection, Project NPV and Project IRR.
  - b) Compile comprehensive information and conduct analysis on property market overview, product offering and pricing trend.
    - i) Compile product search, development data and selling prices on the surrounding of the new development,
    - ii) Get the right product mix and analyze the selling price.
  - c) Execution of relevant documentation to adhere to company policies and procedures
    - i) Coordinate and identify viable developments/projects for 5 years projection.
  - d) Conduct systematic and comprehensive financial evaluation of potential investment and new business according to the Business Development Blueprint and framework.
    - i) Ensure gross profit margin is within acceptable company guidelines.
    - ii) Coordinate and identify the right business model within acceptable company guidelines.
  - e) Collaboration with UEM GSBD.
    - i) Conduct systematic and comprehensive financial evaluation of potential investment and new business according to company guidelines
    - ii) To keep abreast of new business potential introduced by the UEM Group, as and when new opportunities arise with lead from prospective property players
    - iii) Execution of relevant documentation to adhere to company policies and procedures

### Competencies and skills to do this job

- Effective written & verbal communication skills
- Excellent analytical skills
- Able to work under the limited supervision but keeping the immediate superior informed at all times
- Ability to lead and supervise team/direct reports effectively to carry out tasks.

### Pre-requisites for this position

Analytical skills and relevant knowledge to conduct qualitative and quantitative evaluation of new business proposals.

### Personal Attributes

- Takes Initiative and Resourceful
- Teamwork - motivates team to work together in the most efficient manner
- Responsible

Number of people needed for this post?