



Assistant Manager, Corporate Development

Headquartered in USA, listed on NASDAQ and with their Asia regional headquarters in Singapore, our Client has manufacturing facilities in China and Malaysia. They are recognized as an international leader in the design and manufacture of automation systems for a variety of industry applications.

Responsibilities

- You will work closely with the Head of Department on effective planning, support and execution of the Group's strategic plans and goals
- Support the senior management in the formulation and implementation of a broad range of corporate strategic plans to meet medium to long term objectives, design and facilitate corporate planning workshops and align business units' plans and initiatives to overall Group's goals
- Design, plan and facilitate strategy planning and review sessions with the senior management team and organize appropriate engagement platforms to drive change in the organization
- Perform feasibility studies and financial analysis on new business opportunities. Manage the corporate planning cycle in partnership with business units, Finance and HR team. Provide secretariat support in weekly management meetings.
- Market and business intelligence - provide up to date market analysis of macro-economic trends, industry developments and competition, identify mega trends that have major implications to the Group's business.
- Develop and implement systems to track, report and review organization wide key performance indicators using the balanced scorecard framework
- Develop knowledge management as a strategic asset of the organization
- Implementation of group wide strategic initiatives – work with cross functional teams to implement a wide range of corporate initiatives that build up new capacity and capability for the organization

Prerequisites

- Degree preferably in Accounting, business administration or commercial discipline
- Minimum 3 years of relevant experience in corporate planning work, business analysis, process and performance improvements, consultancy or related areas. Experience in driving organization wide business excellence (e.g. SQC, SQA), six sigma programs or effecting large scale process changes is an added advantage
- Excellent leadership, communication and presentation skills, with ability to work effectively across diverse functional groups at all levels within the organization and be able to influence change
- Demonstrate strong competencies in project management, teamwork, problem solving, interpersonal, planning, organizational and analytical skills. Financial analysis, valuation and modeling is a plus.
- Self-starter, dynamic and performance oriented
- Must be highly proficient in MS applications, e.g. Word, Excel and PowerPoint

All applications will be treated with the highest level of confidentiality.