

Safer above. Safer beyond.



Building safer skies together.

Head of Procurement
Location: Putrajaya

Eligible candidates are encouraged to apply for the aforementioned position by submitting the application form, resume, academic qualifications and supporting documents via www.caam.gov.my/resources/announcements/career/. Kindly note that only applications submitted through **CAAM website** will be considered.

Application deadline is on **5th June 2026, at 11:59 p.m.**

*Recruitment is subject to available vacancies, and only shortlisted candidates will be contacted for interviews.

HEAD OF PROCUREMENT

Job Description

Responsible for leading and overseeing the organisation's end-to-end procurement operations, ensuring all procurement activities are conducted efficiently, transparently, and in full compliance with applicable policies, governance standards, and regulatory requirements, while safeguarding organisational integrity and value for money.

Job Information

- **Department:** Finance
- **Job Position:** Senior Manager
- **Type of Employment:** Permanent

Qualifications for Appointment

Candidates must possess the following criteria:

a) Citizenship

- Malaysian citizen.

b) Academic and Professional Qualifications

- A recognized Bachelor's Degree in a relevant field.
- A recognized and relevant Master's Degree is preferred.
- Professional certification in procurement, supply chain management or equivalent [e.g. Certified Procurement Professional (CPP) or its equivalent] is an added advantage.
- A minimum of ten to twelve (10-12) years of experience in Finance and Management Services, with at least five (5) years in a managerial role.
- Knowledge of government procurement processes and regulations is an added advantage.

c) Skills and Competencies

- Strategic procurement and governance.
- Strong analytical and critical thinking skills.
- High attention to detail in compliance-driven environment.
- Stakeholder management (Chief Financial Officer, Chief Executive Officer, Board level).
- Risk management and audit readiness.

- Project and process management.
- Digital procurement and systems expertise.