




Junior Project Lead (m/f/x)

 **LOCATION**
Petaling Jaya

 **COMPANY**
ARRK Malaysia Sdn Bhd

 **CONTRACT TYPE**
Full-time

 **Form of Work**
Office

WHAT TO EXPECT

As a Junior Project Lead, you will assist the SE-TL in coordinating the development and integration of HMI control components (buttons, switches, control panels) in series-production vehicles. You will support project management tasks, ensure communication between customer, suppliers, and the internal team, and help maintain deadlines, reporting, and technical follow-up. This role combines technical understanding with organizational skills to ensure smooth project execution.

YOUR TASKS

- Support SE-TL in coordinating project deliverables, timing, and milestones.
- Prepare, track, and update project documentation, reports, and dashboards.
- Follow up on open issues, changes, and risks with suppliers and stakeholders.
- Ensure alignment of hardware/software integration topics with project requirements.
- Participate in regular project meetings and ensure proper reporting.
- Assist in escalation management and support decision-making processes.
- Contribute to process improvements and knowledge transfer within the team.

YOUR PROFILE

- Degree in Electrical, Mechanical, Automotive, Mechatronics, or related field.
- First experience in project coordination or engineering support in the automotive industry.
- Ideally some knowledge of hardware/software integration processes.
- Familiarity with project management tools (e.g., JIRA, MS Project, Confluence).
- Organizational, documentation, and reporting skills.
- Excellent communication and intercultural skills
- Fast learner, proactive and willing to grow in the automotive industry.
- Fluent in English; German is a plus.

YOUR BENEFITS


Exciting projects


Employee events


Creative scope


Pleasant working atmosphere

APPLY NOW

ARRK Engineering is part of the international ARRK group of companies and specialized in product development. Within the ARRK group of companies we implement product developments from virtual

development to prototypes and small series production.



CONTACT

Iliana Morales Reyes

career@ark-engineering.com

+ 49 (0)89 / 31857-0

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For reasons of simplification, only the masculine form is used in this job advertisement. However, persons of any gender and any orientation are always meant equally.

Our job offer is equally directed at severely disabled persons and persons of equal status.