



**SabahJobs.com**

NO. 1 JOB SITE IN SABAH



# **SABAH EMPLOYMENT REPORT 2019-2020**

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NO. 1 JOB SITE IN SABAH

**SabahJobs.com** carried out the Sabah Employment Survey since 2018. The survey research focused on data and information collected from respondents who have participated on our online survey questionnaire. There are three (3) separate surveys conducted:

- **Sabah Employment Survey for STUDENTS / GRADUATES**
- **Sabah Employment Survey for EMPLOYEES / JOB SEEKERS**
- **Sabah Employment Survey for EMPLOYERS / COMPANY**

Approximately 556 (Students, Employees & Employers) responses were received over the past six months period; and among all of the respondents, we analysed data collected from Sabahan respondents in particularly from 225 student graduates, 238 working employees and 93 companies.

Sabahan students who have participated in the “Sabah Employment Survey for STUDENTS / GRADUATES” are from Tertiary Educational Institutions namely (not in any order of preference):

Universiti Teknologi Mara (Sabah)

Sabah Institute of Art

COSMOPOINT COLLEGE

MSU College Sabah

The Institution of Engineers Malaysia

Asia Metropolitan College Kota Kinabalu

SIDMA College, Bundusan, Sabah

AMC College

Jesselton College

INTI College Sabah, Kota Kinabalu



In the Sabah Employment Survey which was conducted in 2018, the questionnaires for Graduates category consisted of 14 questions; while the questionnaire for Employees category consisted of 18 questions; and the questionnaire for Company category consisted of 15 questions.

As the questions in each specific survey are different and were analysed separately, the Sabah Employment Report 2019-2020 is presented in 3 sections and accompanied with a detailed Glossary for reference. A quick overview:

## GLOSSARY

Career Levels  
Qualification Levels  
Employment By Industry (Also known as Types of Industry)  
Field of Study (Also known as Educational Background)

## GRADUATE REPORT

Our analysis and findings based on Students/Graduates are covered across 7 Topics

## EMPLOYEE REPORT

Our analysis and findings based on Employees/Jobseekers are covered across 11 Topics

## COMPANY REPORT

Our analysis and findings based on Employers/Companies are covered across 16 Topics

Sabah Employment Report 2019-2020 follows the Standard Classifications adopted by Malaysia Education and Industrial codes:

- National Education Code Manual (NEC) 2010
- Levels of Formal Education (ISCED-97)  
Source: 1997 International Standard Classification of Education (ISCED-97)
- Malaysia Standard Industrial Classification (MSIC)

In view of the comprehensiveness of these surveys, with every care taken in the collection and compilation of data, the Sabah Employment Report 2019-2020 compiled herein is interpretive and indicative; and information should be used as a guide only.

## ABOUT SABAHJOBS.COM

SabahJobs.com is an award winning (Best Recruitment Portal in 2017, 2018 and 2019 by HRVOTY and Asia Recruitment Awards) No.1 Localised online jobsite in Sabah, Malaysia. It is the Top Job Search Site in Sabah and features more than 30,000 jobs and 1,000+ companies within Sabah. Currently catering to over 400,000 active job seekers within Borneo. For more information, visit SabahJobs.com.

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## COMPLIMENTS

SabahJobs.com would like to express our appreciation to all parties involved, either directly or indirectly in realising the publication of Sabah Employment Report 2019-2020.

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## GLOSSARY

### CAREER LEVELS

#### LEVEL 1 - OPERATIONAL & TECHNICAL

Level 1a:	Operational & Technical - Entry
Level 1b:	Operational & Technical - Senior
Level 1c:	Operational & Technical - Supervisor

#### LEVEL 2 - BUSINESS SUPPORT

Level 2a:	Business Support - Entry
Level 2b:	Business Support - Senior
Level 2c:	Business Support - Supervisor

#### LEVEL 3 - PROFESSIONALS

Level 3a:	Professionals - Entry
Level 3b:	Professionals - Senior
Level 3c:	Professionals - Supervisor

#### LEVEL 4 - MANAGEMENT

Level 4a:	Management - Supervisor
Level 4b:	Management - Manager
Level 4c:	Management - Senior Manager

#### LEVEL 5 - TOP EXECUTIVE

Level 5a:	Executive - VP
Level 5b:	Executive - Senior VP
Level 5c:	Executive - CEO



### QUALIFICATION LEVELS

(10)	Primary education
(20)	Lower secondary education Form 1, Form 2, Form 3
(30)	Upper secondary education SPM, Basic skill programmes
(40)	Pre-University STPM, Matriculation
(60)	First stage tertiary education 5B Diploma, Certificate
(70)	Bachelor or first professional degree
(73)	Masters
(80)	Second stage tertiary education Doctorate programmes, post Doctoral programmes
(92)	No education





## GLOSSARY

### EMPLOYMENT BY INDUSTRY

A-	Agriculture, forestry and fishing
B-	Oil and gas, Mining and quarrying solids (coal and ores), liquids (petroleum) or gases (natural gas)
C-	Manufacturing
D-	Electricity, gas, steam and air conditioning supply
E-	Water supply, sewerage, waste management and remediation activities
F-	Construction
G-	Wholesale and retail trade Sales, Automotive Repairation, Ecommerce etc
H-	Transportation and storage Transport, Warehouse, Courier etc
I-	Accommodation and food service activities Food & Beverages, Accommodation
J-	Information and communication Computer Programming, Telecommunication etc
K-	Financial and insurance, takaful activities
L-	Real estate activities
M-	Professional, scientific and technical activities Accounting, Law, Consultancy, Veterinary etc
N-	Administrative and support service activities Leasing Activities, Travel Agency etc
O-	Public administration and Defense, Compulsory social security
P-	Education
Q-	Human health and social work activities
R-	Arts, entertainment and recreation
S-	Other service activities Repairation & Maintenance, Beauty Treatments, Pet Grooming etc
T-	Activities of households as employers Laundry, Maid, Care-Giving Services etc
U-	Activities of extraterritorial organizations and bodies International Monetary Fund, World Bank etc

### FIELD OF STUDY / EDUCATIONAL BACKGROUND

01 -	Basic and Broad, Generic Programmes
08 -	Literacy and numeracy
09 -	Personal Skills
14 -	Education: Teacher training and education sciences
21 -	Arts: Fine arts, Music, Design, Craft skills
22 -	Humanities: Religion, Languages, History, Philosophy
31 -	Social and Behavioural Science: Psychology, Sociology, Political, Economics
32 -	Journalism and Information
34 -	Business, Administration: Finance & Banking, Sales & Marketing, Accounting, Management
38 -	Law
42 -	Life science, Biology, Biochemistry, Environmental science
44 -	Physical science: Physics & Chemistry, Astronomy
46 -	Mathematics and Statistics
48 -	Computing: Computer Science, Computer use
52 -	Engineering and Engineering trade: Mechanical, Electricity, Electronics, Chemical, Civil
54 -	Manufacturing and processing: Food, Textiles, Materials, Mining, Applied science
58 -	Architecture and Building
62 -	Agriculture, forestry and fishery
64 -	Veterinary
72 -	Health & Welfare: Medicine, Nursing, Dental, Pharmacy
76 -	Social services: Child care, youth services, Social work, counselling
81 -	Personal services: Hotel Management, catering, Travel, Tourism, Sports, Hair & Beauty
84 -	Transport services
85 -	Environmental protection
86 -	Security services: Military and defence, Occupational health and science



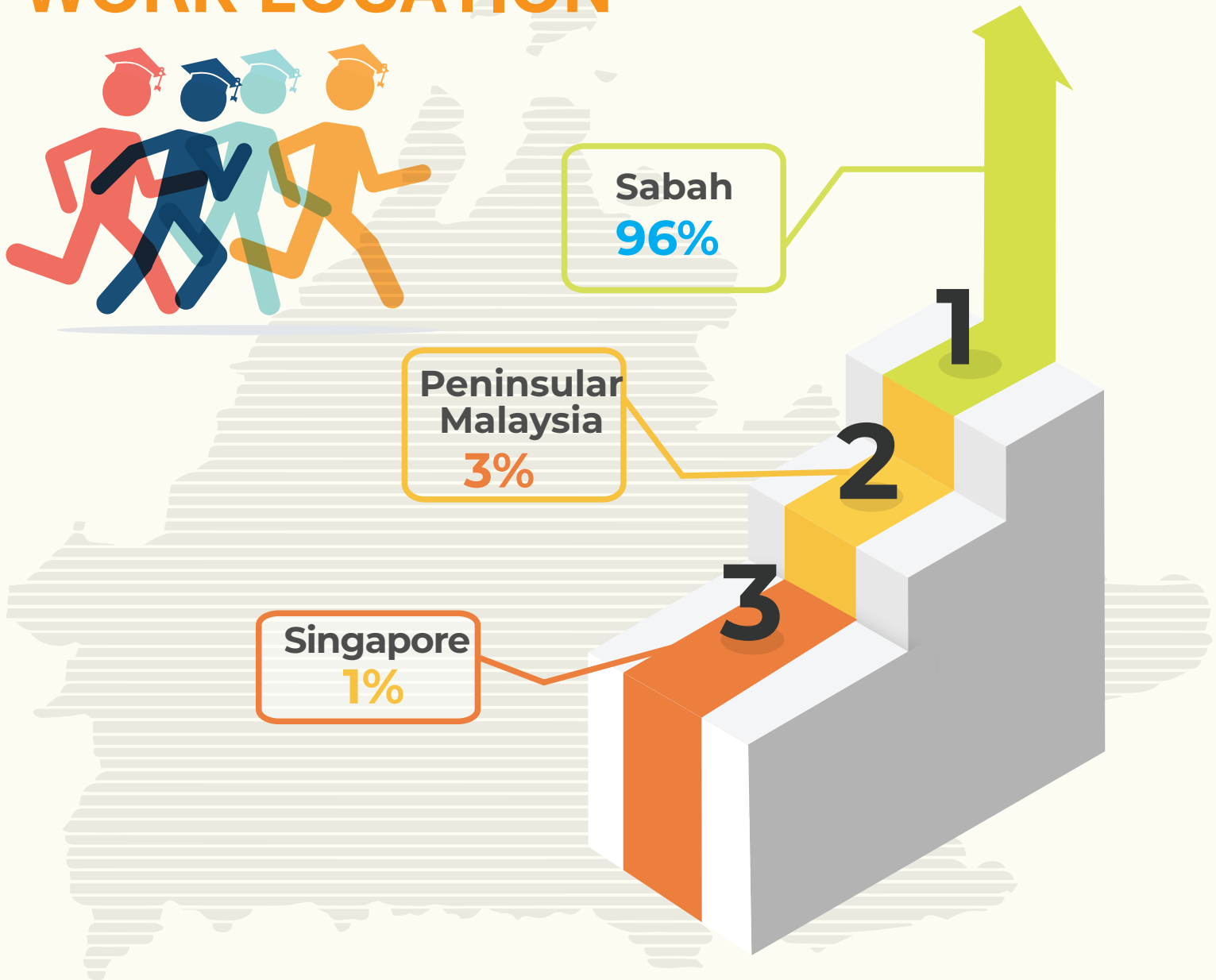
# GRADUATE REPORT





## GRADUATES' CHOICE: WHERE TO AFTER GRADUATION?

# Graduates' Preferred WORK LOCATION



### FINDINGS & ANALYSIS:

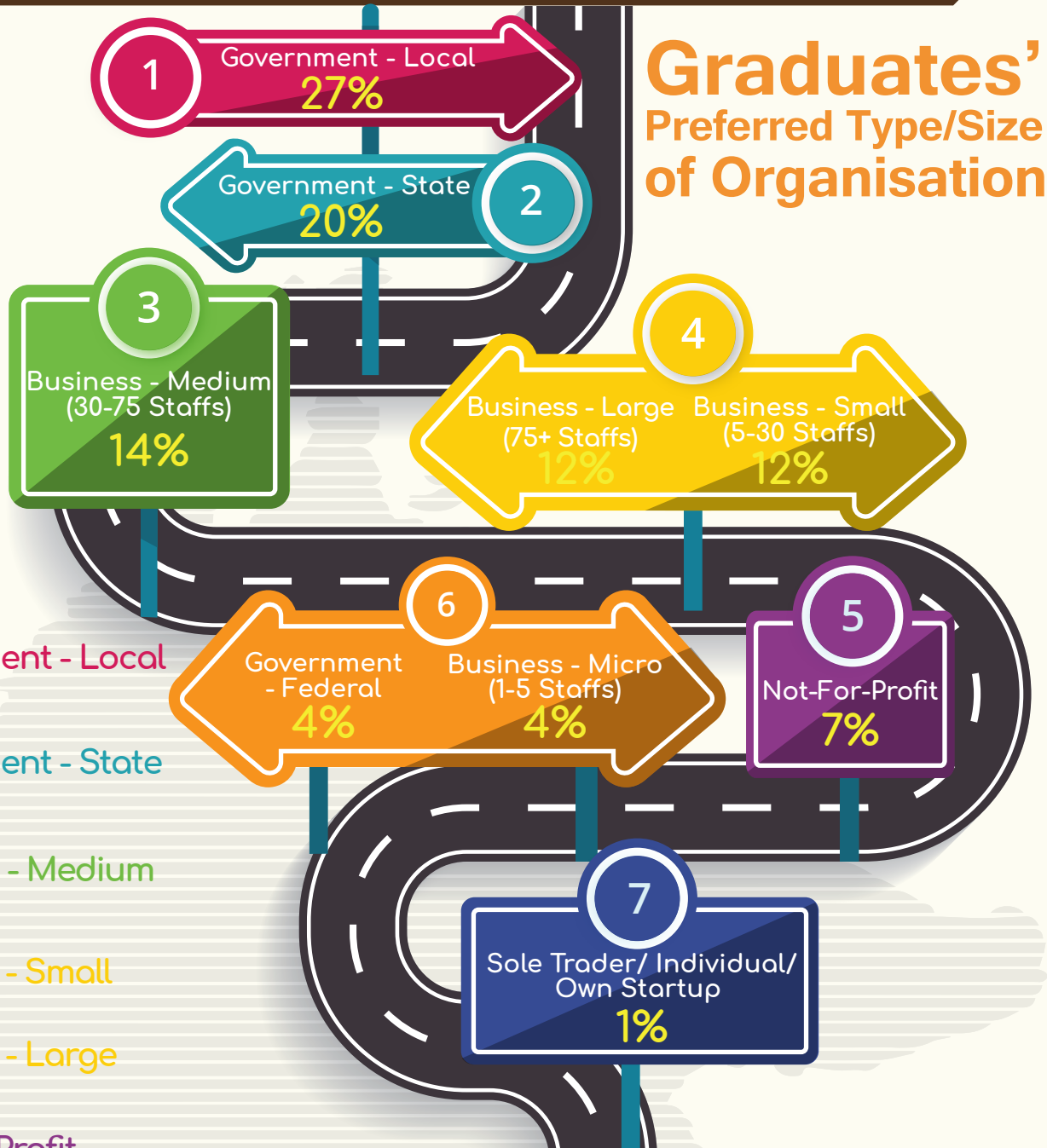
Our latest survey on Sabahan graduates' opinion shows that local fresh graduates prefer to work in their hometown - The No.1 location for Sabahans. 96% of graduates respondents are willing to remain in Sabah for a job. 3% prefer to seek work opportunities at Peninsular Malaysia while only 1% chooses to find work outside of Sabah at Singapore.





## GRADUATES' CHOICE: WHERE TO AFTER GRADUATION?

### Graduates' Preferred Type/Size of Organisation



- 1 • Government - Local  
27%
- 2 • Government - State  
20%
- 3 • Business - Medium  
14%
- 4 • Business - Small  
12%
- Business - Large  
12%
- 5 • Not-For-Profit  
7%
- 6 • Government - Federal  
4%
- Business - Micro  
4%
- 7 • Sole Trader/ Individual/  
Own Startup  
1%

#### FINDINGS & ANALYSIS:

51% of Sabahan graduates surveyed expressed their desire to work in the Government sector while 42% choose the Private sector. About 1 in every 8 students prefer to work in either a large or medium or small organisation. Only a minority of the students prefer to work in micro organisation or non-profit or sole traders. Without doubt, competition is definitely much higher when it comes to landing a job in the Government Sector as compared to securing jobs in the Private Business Sector. In order to gain real work experience early upon graduation, Sabahan graduates may need to be more realistic and find work opportunities in various sectors.



## GRADUATES' CHOICE: WHERE TO AFTER GRADUATION?

# Graduates' Top 10 Job Sectors

### Preferred Job Sector

### Field Of Study



## FINDINGS & ANALYSIS:

Across 21 industries listed as per Malaysia Standard Industrial Classification 2008 (MSIC 2008), here is the Top 10 Job Sectors preferred by local Sabahan graduates base on their current field of study and their job sectors. Most graduates prefer work opportunities in job sectors that are related to their education field of study; while a minority chose a different job sector. To have a better idea of the salary range based on each job sector, please refer to the Employee Report (see page 17).

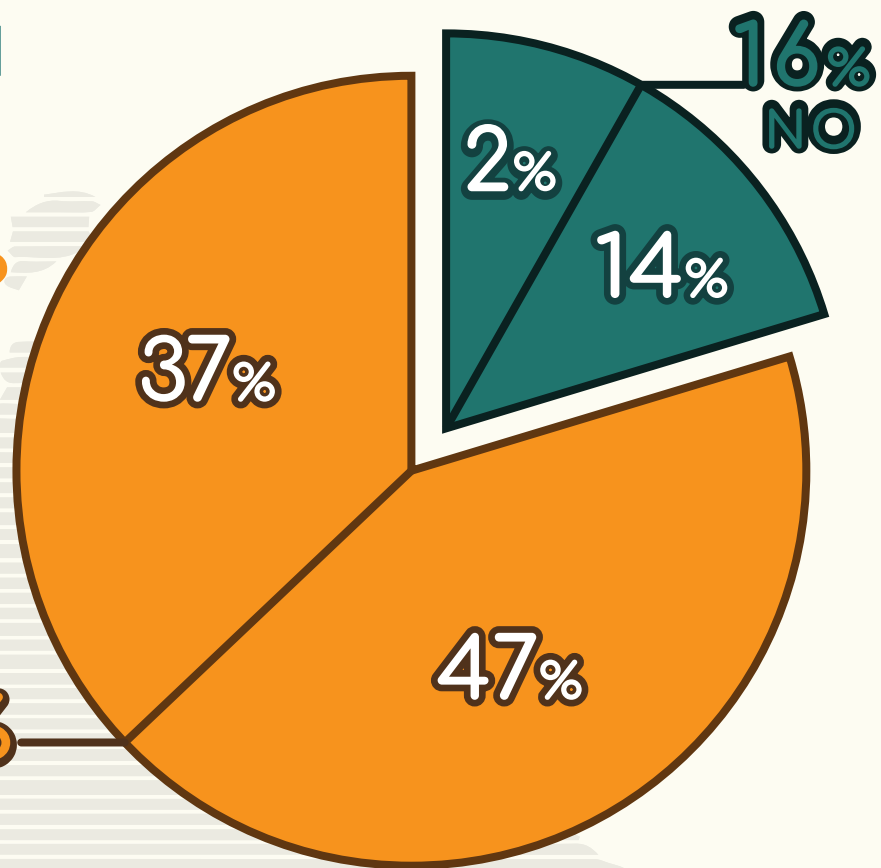


## GRADUATES' OPINION

# DOES EDUCATION AFFECT EMPLOYMENT?



**84%  
YES**



### 16% - NO

- 2% Graduates are literate but not educated - There is no intellectual development
- 14% Present education system are only interested in results and only gives degrees and diplomas

### 84% - YES

- 37% Gives graduates necessary skills and knowledge required to gain employment easily
- 47% Gives graduates confidence and knowledge to face anything in life and make things happen

## FINDINGS & ANALYSIS:

8 out of 10 Sabahan graduates agree that education is a fundamental necessity in gaining employment. 47% felt that education provides confidence and knowledge to face anything in life and make things happen; and 37% felt that education provides necessary skills and knowledge required to gain employment easily, while only 16% felt otherwise. To certain extent, education contributes towards employment or career development for the better. This is also reflected in our report covering the opinion's gathered from Sabahan companies on the qualities they look for when hiring fresh graduates.



## GRADUATES' OPINION

### PERCEPTION ON HIRING CRITERIA



<input checked="" type="checkbox"/>	Personality _____ (Positive, Good Attitude, etc)	62%
<input checked="" type="checkbox"/>	Level of education _____	41%
<input checked="" type="checkbox"/>	Bahasa Melayu proficiency _____	37%
<input checked="" type="checkbox"/>	English proficiency _____	27%
<input checked="" type="checkbox"/>	Communication skills _____	24%
<input checked="" type="checkbox"/>	Internship experience _____	24%
<input checked="" type="checkbox"/>	Academic result _____	15%
<input checked="" type="checkbox"/>	Field of study _____	15%
<input checked="" type="checkbox"/>	Volunteering experiences _____	14%
<input checked="" type="checkbox"/>	Activities _____	13%
<input checked="" type="checkbox"/>	IT skills _____	11%
<input checked="" type="checkbox"/>	Mandarin chinese proficiency _____	6%
<input checked="" type="checkbox"/>	Reputation of school _____	4%

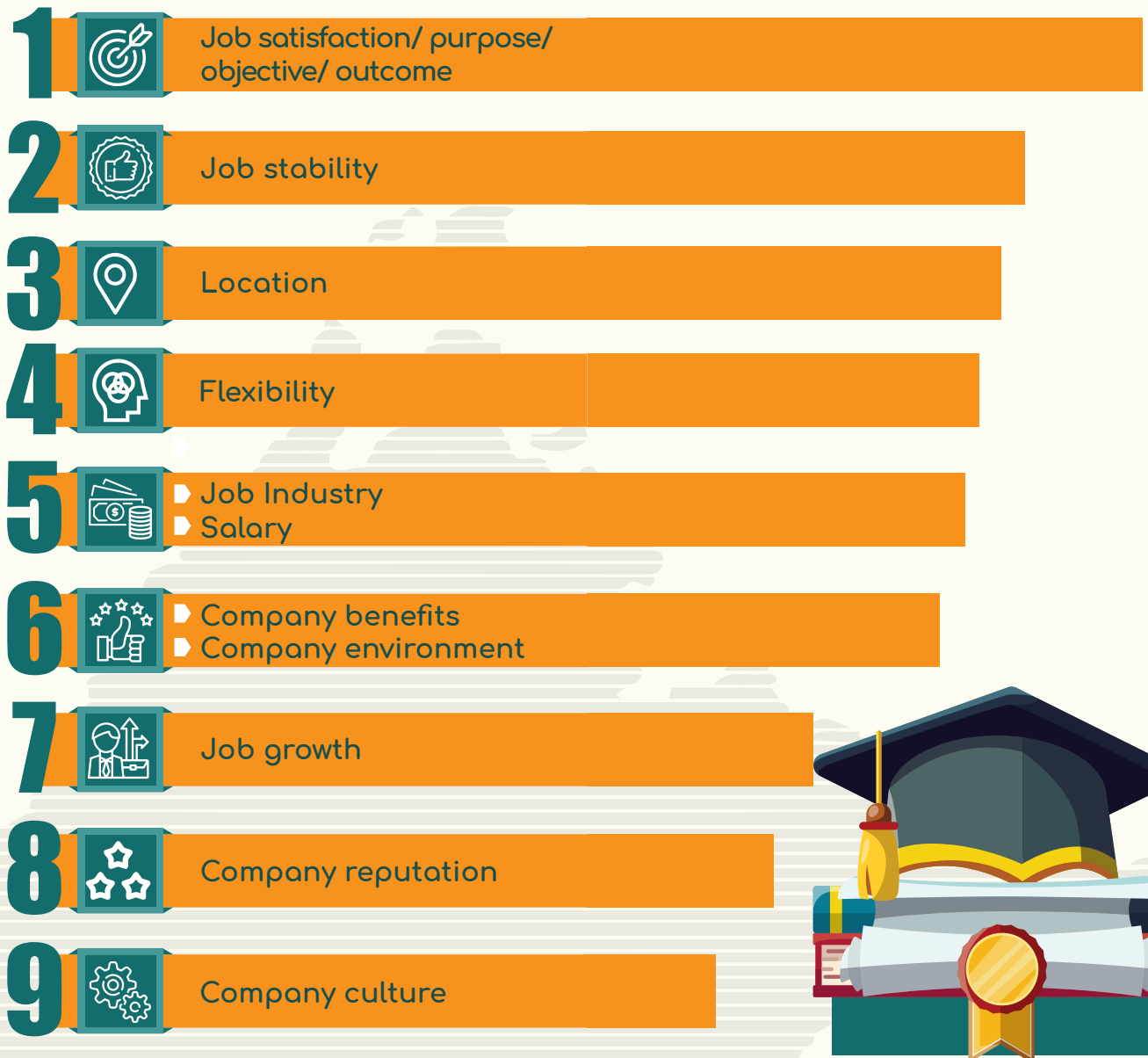
### FINDINGS & ANALYSIS:

With Gen Z (born after 1994) entering the workforce as soon as 2020, we asked Sabahan graduates on their opinion of the employer's hiring criteria. 62% believed that employers hire based on 'Personality (Positive, Good Attitude, etc)' while 41% said the 'Level of education'. Those who said Bahasa proficiency, English proficiency, Communication Skills and Internship experience were respectively 37%, 27% and 24%. Only 4% felt it could be the reputation of the school. So what does Sabah employers really think? Find out the QUALITIES Sabahan Companies are looking at when it comes to hiring fresh graduates (see page 19).



## GRADUATES' OPINION

### IMPORTANT FACTORS CONSIDERED BY GRADUATES DURING JOB SEARCH



### FINDINGS & ANALYSIS:

To remain competitive and viable in today's market, competition for the best talents among Sabah companies will remain strong. So what are Sabah fresh graduates looking for in a job search? Our survey results show that the top 5 most important considerations made by Sabahan Graduates was finding jobs that give a sense of Job Satisfaction/Purpose/Objective (1st). Next, they look at industries or jobs that may offer long-term Job Stability (2nd); followed by other factors such as Location (3rd) and Flexibility (4th) of the job; then the Salary and Job Industry (5th). Although salary can be an important factor for most of the experienced hires/jobseekers, that said, only 8.4% of the graduates would consider salary to be very important during their job search. This shows that most graduates whom are from Gen Z (usually born after 1994) had unprecedented access to abundance of information through technology and are known for being realistic. So does both Female and Male Fresh Graduates consider the same factor in Job search? Check out the next report! The business environment is changing rapidly and new ideas are constantly formed and challenged. Companies need constantly innovate in order to stay at the forefront of their industry, this goes the same in attracting talents from the new Generation.





## GRADUATES' OPINION

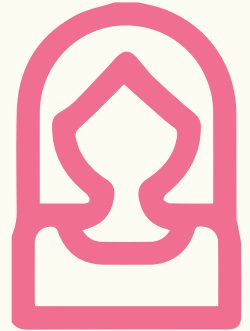
What is the most important factors during **JOB SEARCH**  
(**Men Vs Women**)



1



Job satisfaction/ purpose/  
objective/ outcome



1

Job Industry



2



Job stability

3



Location

3

Flexibility



4



Flexibility

4

Company benefits



5



Salary

Job growth



Company benefits

Job stability



6



Company environment

Location



Job Industry

5

Salary



7



Company reputation

Company reputation



8



Company culture

Company culture

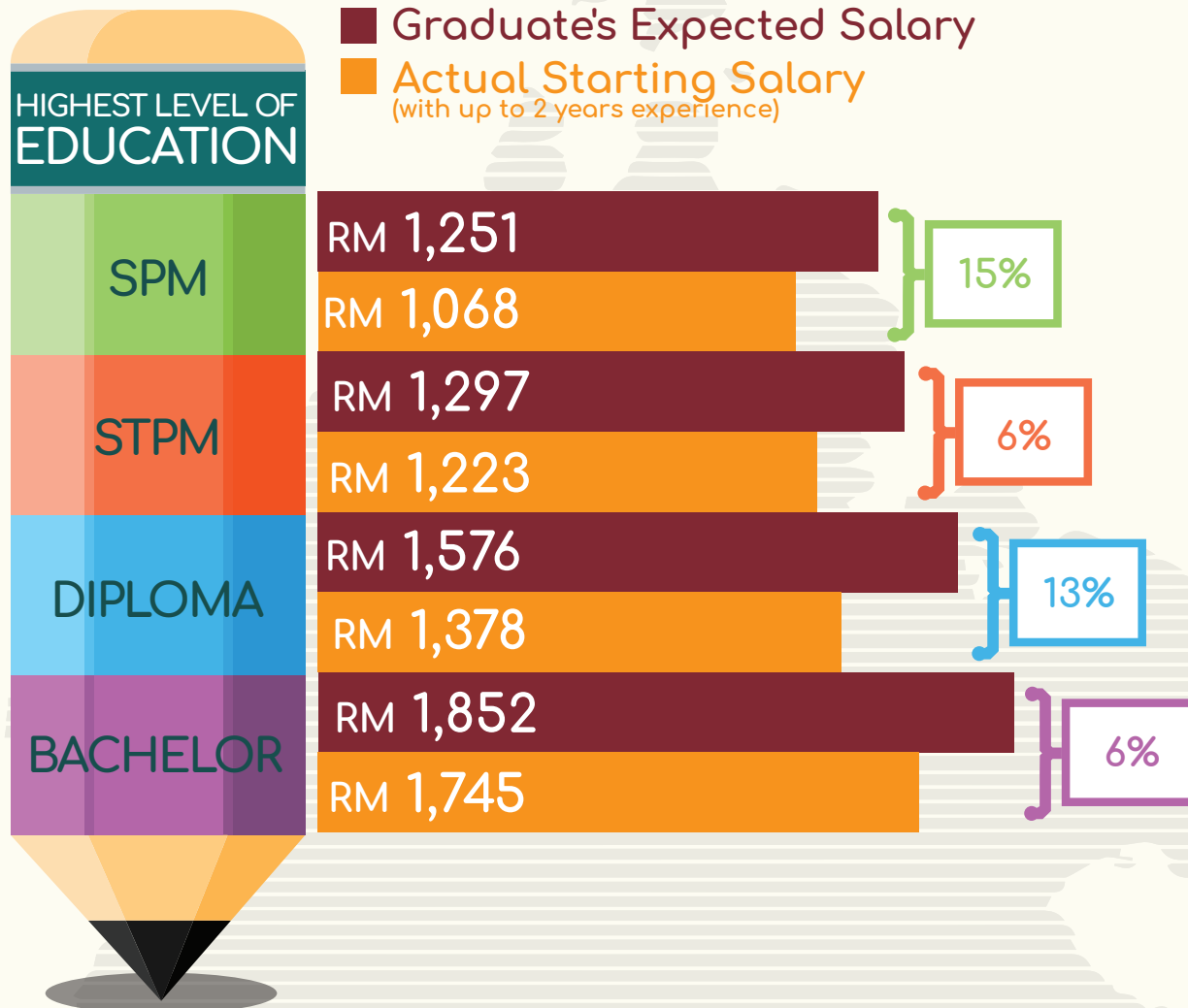


Job growth



## FACTS FOR GRADUATES

# EXPECTED SALARY VS ACTUAL STARTING SALARY



## FINDINGS & ANALYSIS:

In comparing between the different educational levels, the desired starting salary of Sabahan students upon graduation, and as well as the current starting salary of their peers who have already been working for up to 2 years, both local graduates and employers will have a better understanding of pay expectations. Based on the average salary, graduates from each education levels expect at least 5% to 15% more salary upon graduation. Although salary is not the top priority factor that graduates consider during their job search, by asking a high salary in a job application isn't ideal especially when the employer is not expecting to offer the amount. In later topics, our findings show that Sabahan employers are open to offer higher salary to fresh graduates holding Diploma and Degree qualifications ( see page 20).

# EMPLOYEE REPORT



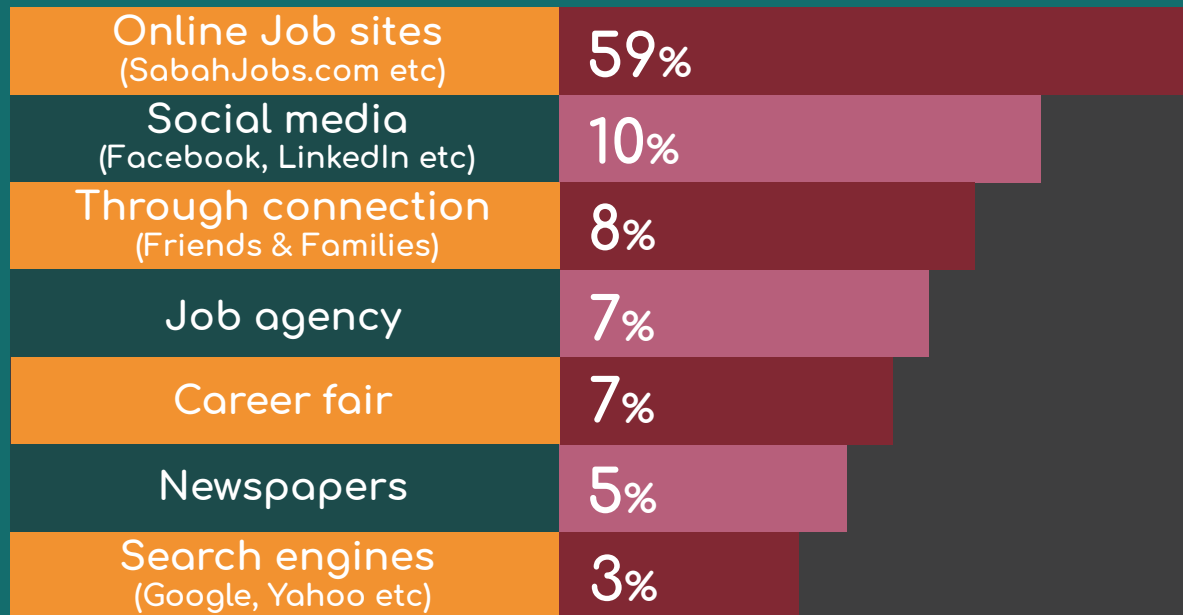


## EMPLOYEES' OPINION

# WHICH JOB SEARCH CHANNEL IS MOST EFFECTIVE?

ONLINE **73%**

OFFLINE **27%**



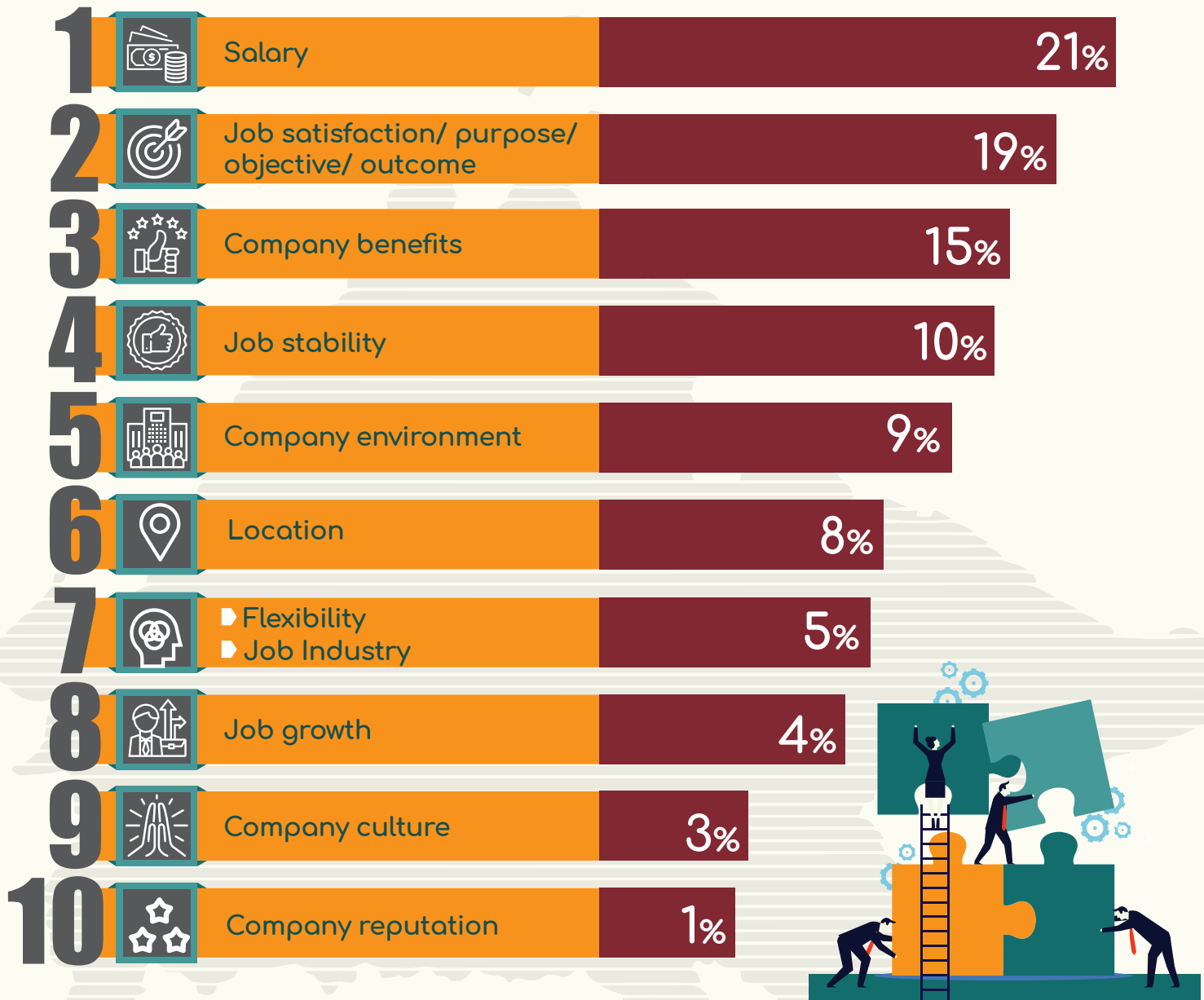
## FINDINGS & ANALYSIS:

Today there are so many different methods of finding a job vacancy, so which job search method do Sabahan job seekers prefer? In today's digital era, the most preferred method of finding job opportunities is rather obvious, as 73% of Sabahan job seekers use online methods (Internet) as compared to 27% who prefer offline methods. Almost 6 out of 10 job seekers, that's 59%, uses Online Job Sites such as SabahJobs.com to search for available local jobs and applying to a large number of job openings at ease. 10% prefer to look for job opportunities via Social Media such as Facebook, etc; while only 3% browse through Search Engines such as Google, etc. Traditional, offline methods are becoming less popular among Sabahan job seekers given 8% said through connection/network with friends and family; 7% via Career Fair or Job Agency and only 5% on Newspapers. The same can be said for the employers as HR managers in Sabah are also leaning towards online hiring. For more details, please refer to the Company Report (see page 31).



## EMPLOYEES' OPINION

# TOP 10 FACTORS EMPLOYEES CONSIDER DURING JOB SEARCH



### FINDINGS & ANALYSIS:

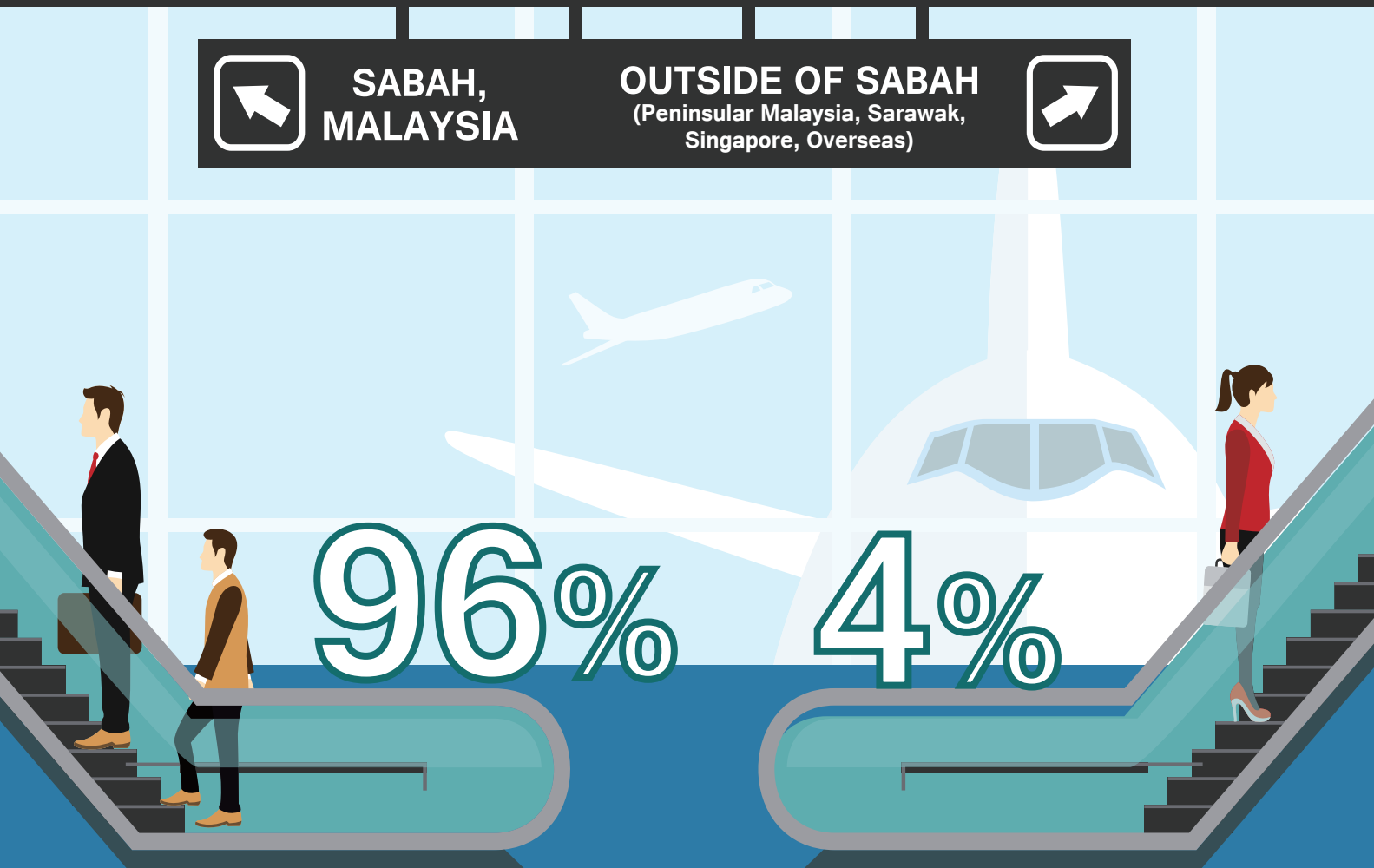
To remain competitive and viable in today's market, competition for the best talents among Sabah companies will remain strong. So what are Sabahan job seekers/experienced hires considering during job search? In today's workforce, Salary is still the top most important factor for motivating one to switch jobs or to get out of comfort zone. By revealing information related to salary on job listings is practical in getting hires and at the same time constructive for jobseekers. Apart from Salary (1st), other important considerations are Job Satisfaction/Purpose/Objective (2nd), Company benefits (3rd), Job stability (4th) and Company environment (5th) and so forth.





## EMPLOYEES' OPINION

# WHAT IS THE MOST PREFERRED JOB LOCATION



### FINDINGS & ANALYSIS:

Majority of Sabahan job seekers/experienced hires are more willing to remain in Sabah to work. Among the respondents, 96% said they like to remain working in Sabah. Only a mere 4% indicated the preference to work outside of Sabah such as Peninsular Malaysia, Sarawak, Singapore or Overseas.



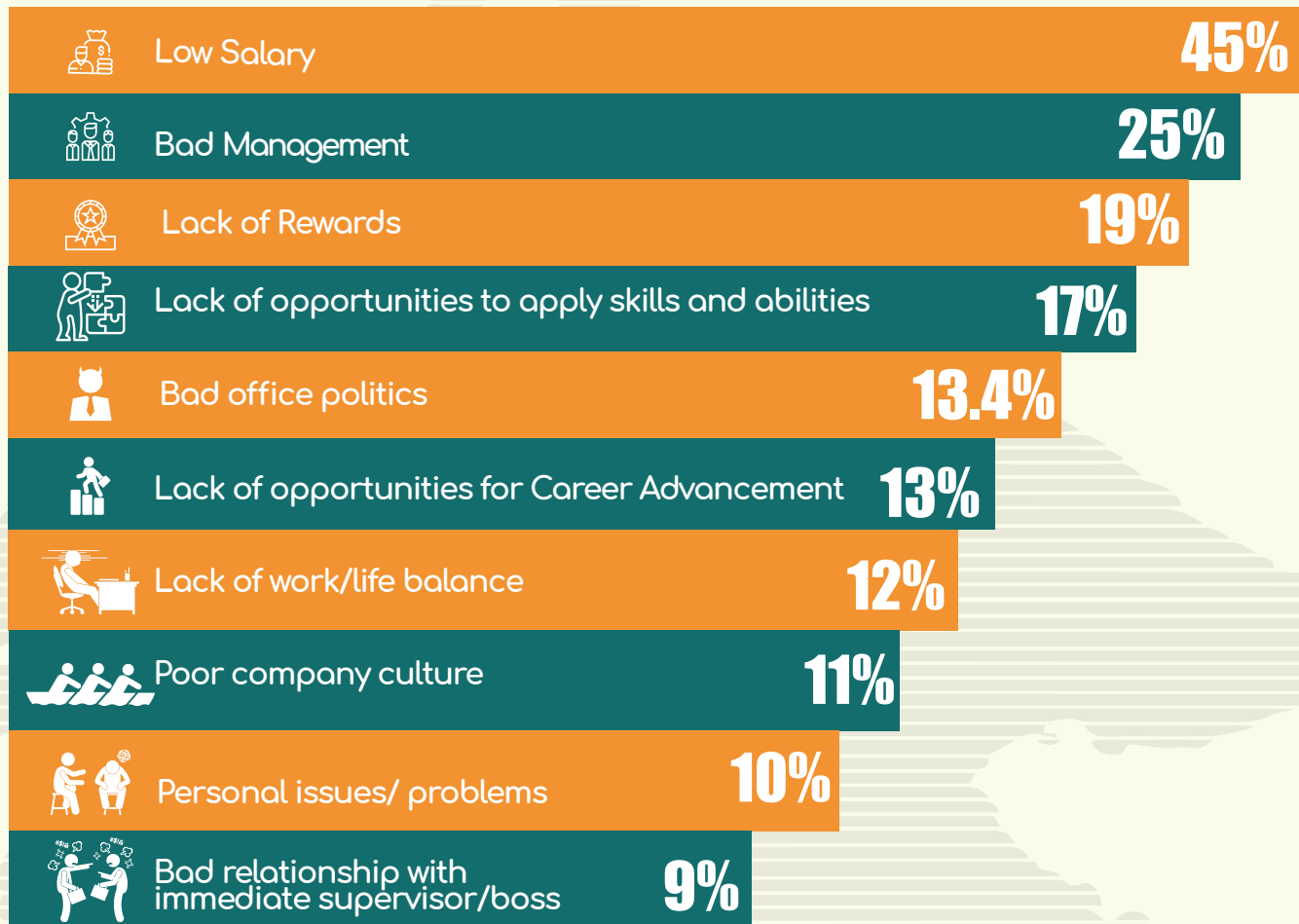
## EMPLOYEES' OPINION

# ARE EMPLOYEES HAPPY OR UNHAPPY AT WORK?

10% HAPPY

90% UNHAPPY

## TOP 10 REASONS WHY EMPLOYEES ARE UNHAPPY



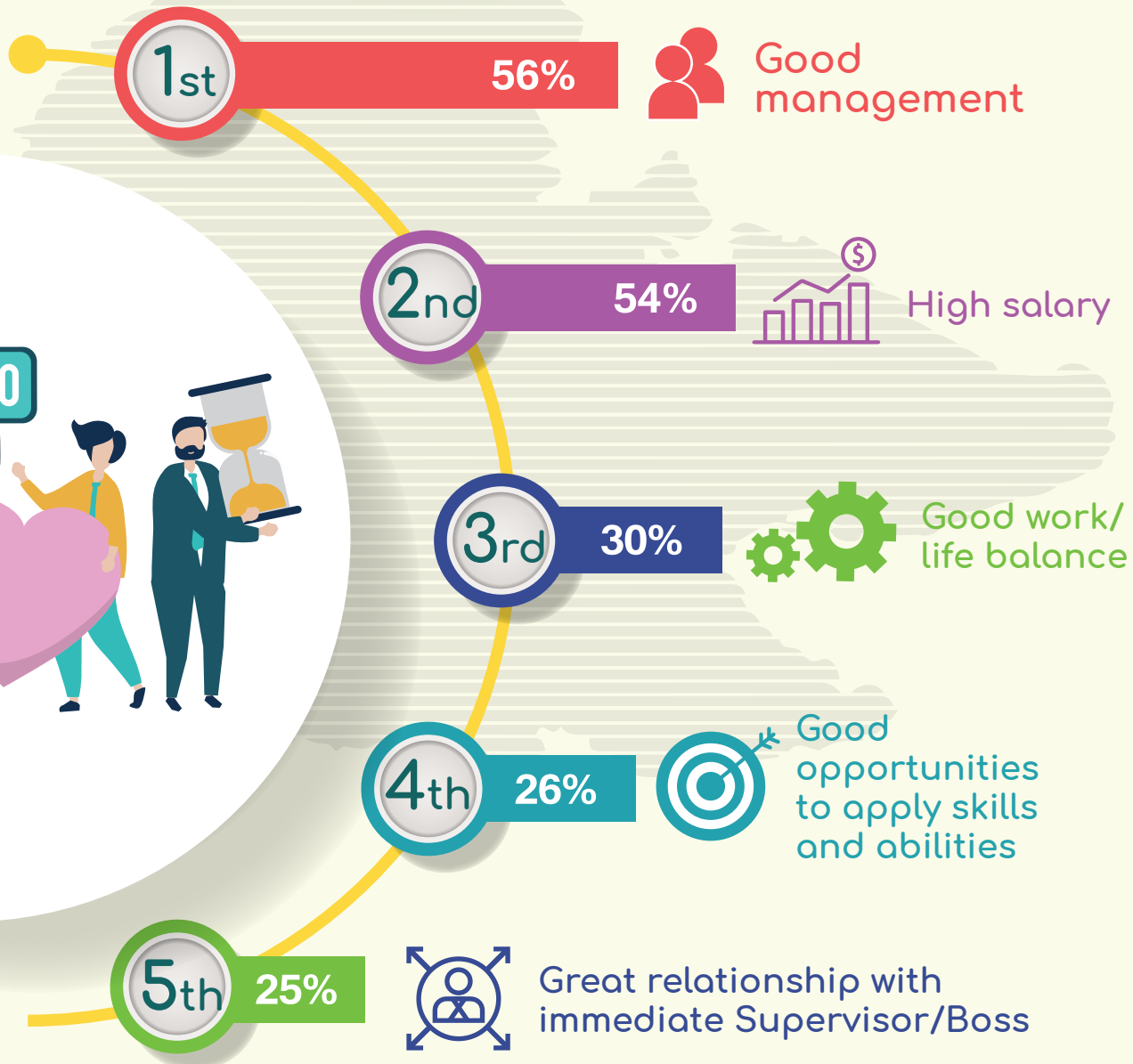
### FINDINGS & ANALYSIS:

On the average, 9 in every 10 Sabahan employees, 90% said they are unhappy at work and TOP 10 reasons are – Low Salary (45%), Bad Management (25%), Lack of Rewards (19%), Lack of opportunities to apply skills and abilities (17%), Bad office politics (13.4%), Lack of opportunities for career advancement (13%), lack of work/life balance (12%), Poor company culture (11%), Personal issues/problems (10%), Bad relationship with immediate supervisor/boss (9%). To achieve job satisfaction, salary isn't the only factor that matters as many other factors play a part to motivate and create job satisfaction. Usually talents who attain higher career level may perceive more job satisfaction than others at a lower career level and are happier working.



## EMPLOYEES' OPINION

# TOP 5 FACTORS THAT DEFINES 'DREAM JOB'



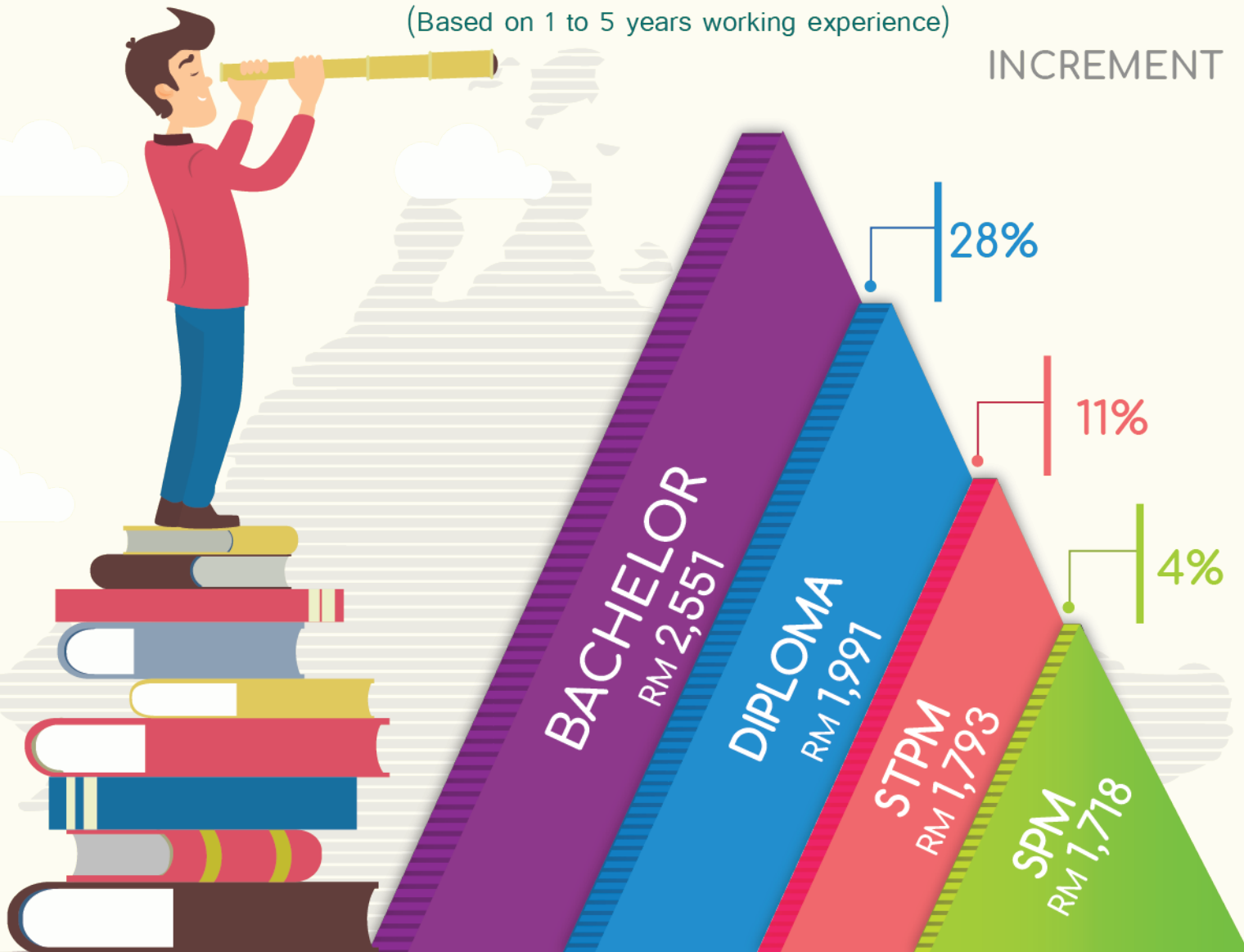


## FACTS & FINDINGS

# AVERAGE MONTHLY SALARY BASED ON LEVEL OF EDUCATION

(Based on 1 to 5 years working experience)

INCREMENT

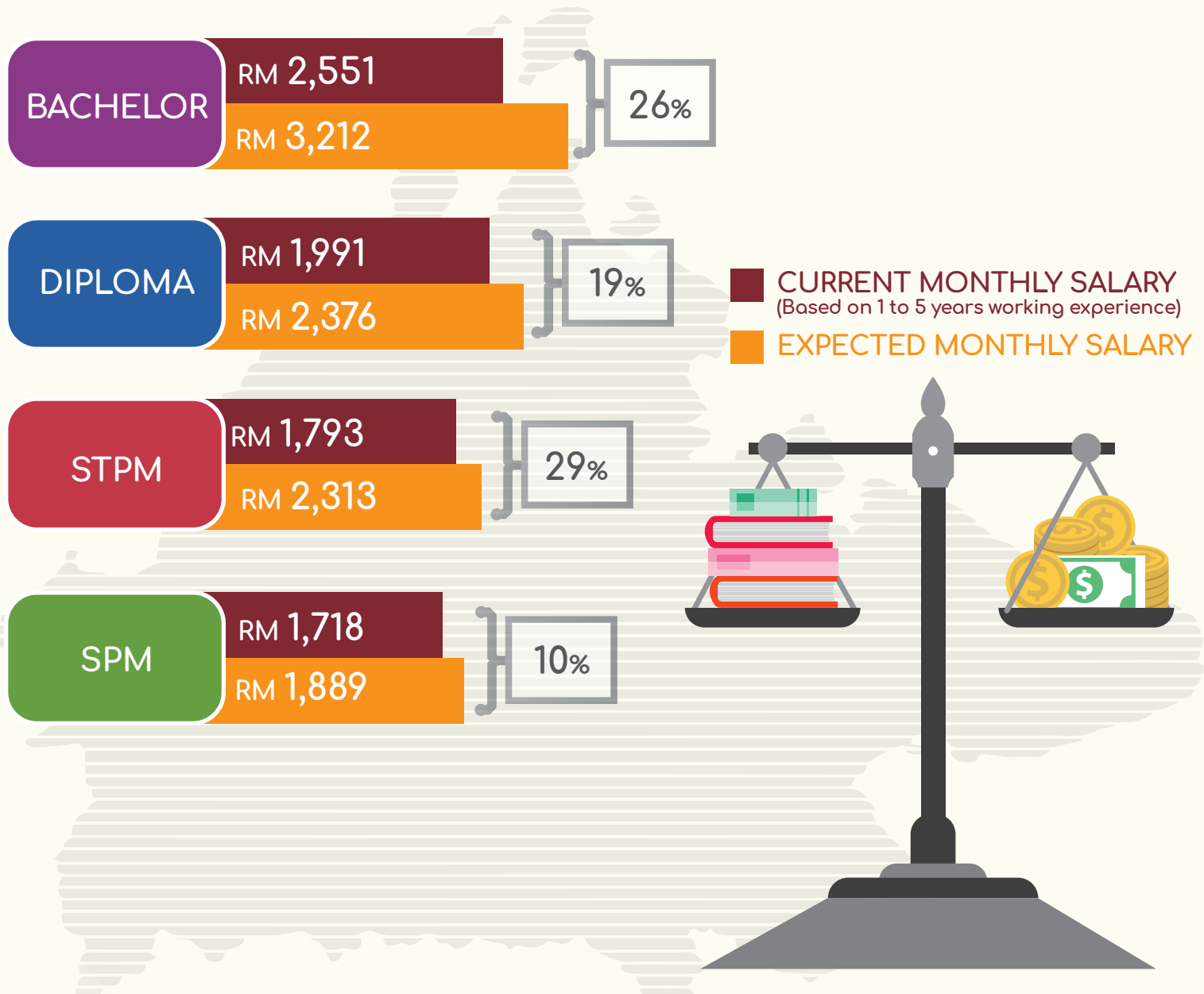


**FINDINGS & ANALYSIS:** Is it possible to become a high earner without a formal education? It is rather obvious as our survey results show how income is affected by two factors: Education and Years of Experience. Based on the above image, there is a significant increase in the average monthly salary when one attains a higher level of education. The average monthly salary for employees holding Diploma (RM1,991) & Bachelor Degree (RM2,551) shows a much higher difference of 28% when compared to those with a lower level of education: SPM (RM1,718) & STPM (RM1,793). On a positive note, employees with SPM qualifications can experience a salary increment of 4% or 11% higher should they upgrade to attain STPM and Diploma levels respectively. Without doubt, when one acquires a higher level of qualification, one earns a higher remuneration. However to point out, qualification alone does not contribute to a higher income; the years of working experience does come into effect. Among 238 employees surveyed, those holding Bachelor Degree who command the highest average monthly earnings of RM2,551, 25% of them have 5 years working experience while 51% have at least 2 years of working experience. Employees holding Diploma who bring home an average of RM1,991 monthly, 23% of them have 5 years working experience and 53% with at least 2 years of working experience. To conclude, the average monthly salary shown above does not literally mean the actual starting salary for an employee without any working experience but may hold a specific qualification. Also do bear in mind that both "Education Level" and "Years of Experience" are factors that will affect one's salary. Refer to the next page for the average monthly salary based on both factors.



## FACTS & FINDINGS

# ACTUAL SALARY vs EXPECTED SALARY



## FINDINGS & ANALYSIS:

Salary is one of the key considerations for both Sabahan employees and employers. We asked employees about their “current monthly salary” and “expected monthly salary” and examine these salaries with respective qualifications. We found an increase in disparity between the expected monthly salary versus the current monthly salary when qualification level rises from SPM (expects 10% more pay), to STPM (expects 29% more pay), to Diploma (expects 19% more pay), and Bachelor Degree (expects 26% more pay). Very often, companies feedback that jobseekers are expecting too much in terms of Salary. That said, we also found that majority of the employees’ expectations do fall within and meet with their current salary.





## FACTS & FINDINGS

# AVERAGE MONTHLY SALARY BASED ON EXPERIENCE & QUALIFICATION

(Based on Less than 1 year to 5 years & above working experience)

## SPM



## STPM

Less than 1 year	RM 990		RM 1,000	
1 to 2 years	RM 842		RM 1,105	
2 to 3 years	RM 953		RM 1,129	
3 to 4 years	RM 1,154		RM 1,154	
4 to 5 years	RM 1,376		RM 2,077	
5 years & above	RM 1,829		RM 3,000	

## DIPLOMA



## BACHELOR

Less than 1 year	RM 1,176		RM 1,592	
1 to 2 years	RM 1,516		RM 1,908	
2 to 3 years	RM 1,673		RM 2,215	
3 to 4 years	RM 2,219		RM 2,465	
4 to 5 years	RM 2,828		RM 3,169	
5 years & above	RM 3,437		RM 3,874	



## FACTS & FINDINGS

# AVERAGE MONTHLY SALARY BASED ON EXPERIENCE & INDUSTRY

Up to 2 years working Experience

Over 5 years working Experience



### FINDINGS & ANALYSIS:

It is common for certain industries to offer a higher salary than other sectors; but one thing for sure, with relevant work experience or career advancement within the same industry, come better remunerations. An overview of the salary range is summarized for 19 Job Sectors to show the average monthly salary based on employees with 'up to 2 years of working experience' and '5 years & above working experience' in each industry. For instance, D - Electricity, gas, steam and air conditioning supply Industry, has the highest average monthly salary of RM2,501 (up to 2 years); its engineers, technicians or workers can expect to earn an average monthly salary of RM5,001 (5 years & above) when they progress to a senior level within this industry. Similarly, industries such as B - Oil & Gas / A - Agriculture, Forestry and Fishing have the highest salary increment comparatively amongst other sectors, that is, experienced workers in these industries can expect their income to double triple as they progress from entry to senior levels! Based on our overall observation, it can be concluded that careers which require specialized technical skills that are more diverse offer higher salary increment along its career progression; whereas for sectors such as R - Arts, entertainment and recreation / I-Accommodation and food service activities / P - Education, experienced workers may get lower increment as compared to other job sectors.



## FACTS & FINDINGS

# TOP HIGHEST PAYING JOB SECTORS IN SABAH 10 UP TO 2 YEARS WORKING EXPERIENCE

1st



C - Manufacturing  
D - Electricity, gas, steam and air conditioning supply

RM 2,501

2nd



F - Construction

RM 2,188

3rd



B - Mining and quarrying, liquids or gases

RM 1,879

4th



H - Transportation and storage  
O - Public administration and Defense;  
Compulsory social security

RM 1,751

5th



K - Financial and insurance/  
takaful activities

RM 1,652

6th



A - Agriculture, forestry and  
fishing

RM 1,619

7th



M - Professional, scientific and  
technical activities

RM 1,548

8th



E - Water supply,  
sewerage, waste  
management and  
remediation activities

RM 1,501

9th



N - Administrative and  
support service activities

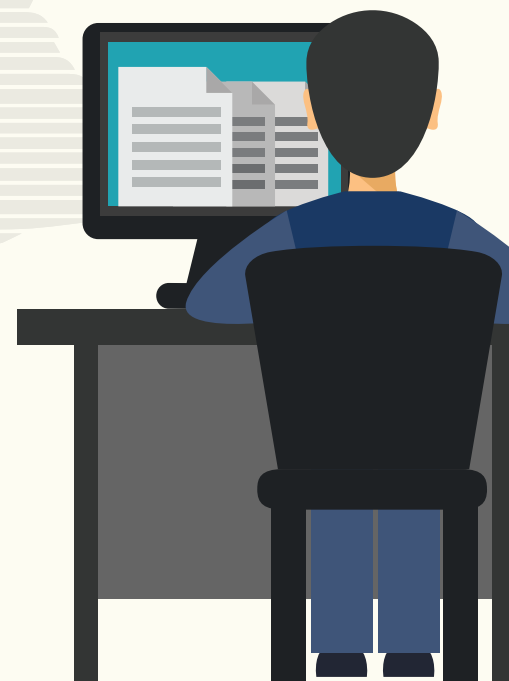
RM 1,452

10th



Q - Human health  
and social work  
activities

RM 1,355





## FACTS & FINDINGS

# TOP HIGHEST PAYING JOB SECTORS IN SABAH 10 OVER 5 YEARS WORKING EXPERIENCE

1st



D - Electricity, gas, steam and air conditioning supply

RM 5,001

2nd



B - Mining and quarrying, liquids or gases

RM 4,251

3rd



A - Agriculture, forestry and fishing

RM 4,084

4th



C - Manufacturing

RM 3,940

5th



O - Public administration and Defense;  
Compulsory social security  
Q - Human health and social work  
activities

RM 3,751

6th



E - Water supply, sewerage,  
waste management and  
remediation activities

RM 3,355

7th



F - Construction

RM 3,126

8th



I - Accommodation and food  
services activities  
P - Education

RM 2,751

9th



L - Real estate activities

RM 2,501

10th



K - Financial and  
Insurance, Takaful  
Activities

RM 2,376



# COMPANY REPORT



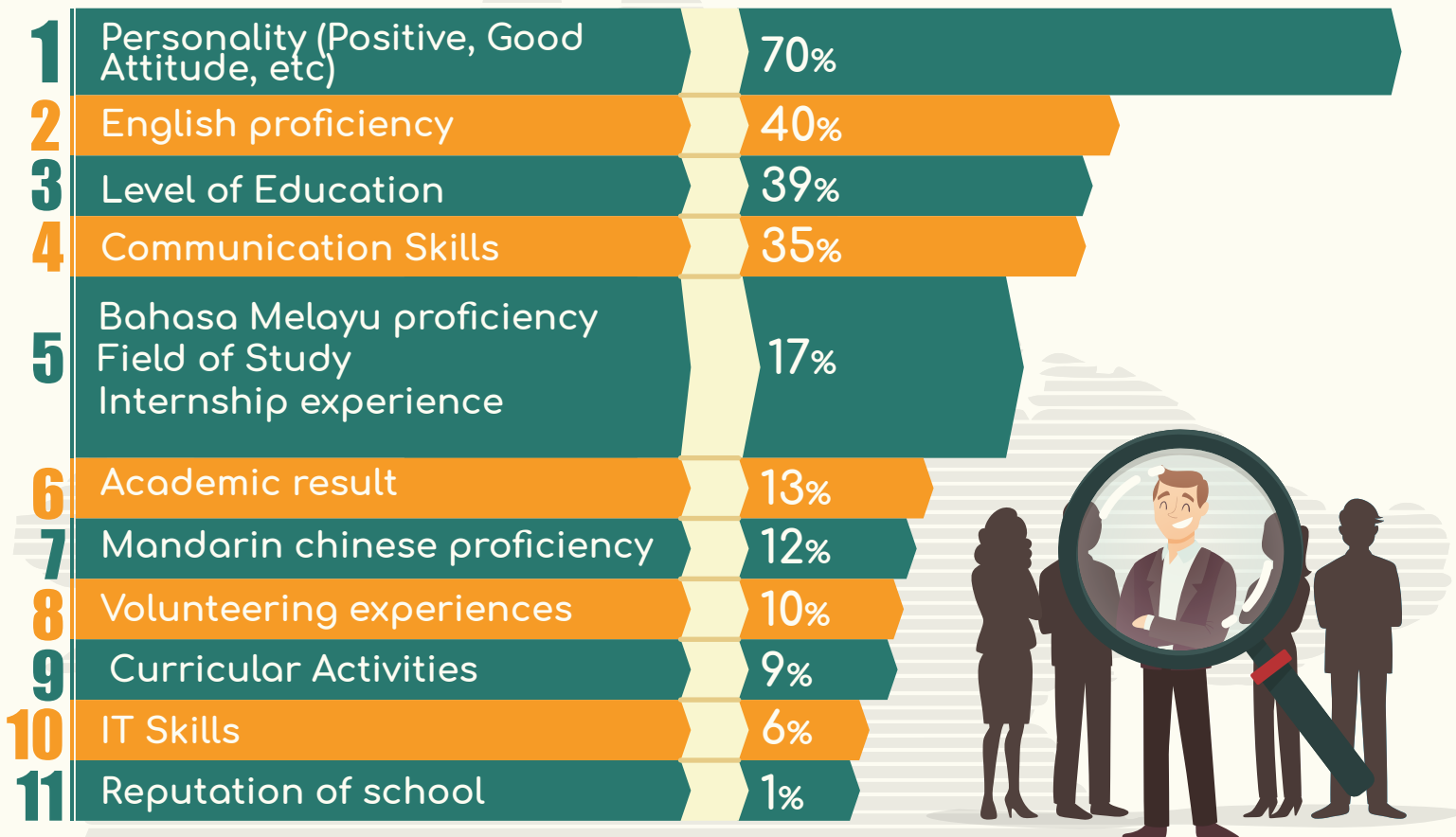




## COMPANY'S OPINION: HIRING FRESH GRADUATES



# WHAT DO COMPANY LOOK FOR WHEN HIRING FRESH GRADUATES



## FINDINGS & ANALYSIS:

The secret is out! What are Sabahan employers looking for when hiring fresh graduates? Here are some useful facts in getting hired successfully especially if it is your first time applying for a job. Coming at Rank No. 1 - 70% of Sabah employers confirm that 'Personality (Positive, Good Attitude, etc)' is the most desirable intrinsic quality which they look for in a graduate. 40% voted for 'English Proficiency' as the second most important quality; 39% looks at the 'Level of Education'; and 35% hire graduates based on their 'Communication Skills'. And at the same time, 17% of the employers look at three qualities such as Field of study, Internship experience and Bahasa Melayu proficiency. Other qualities like Academic result, Mandarin proficiency and so forth adds-up in the overall decision making of the hirer but the Reputation of School is the least important based on Sabahan employers' views. Remember, it is important to impress the hiring manager through your resume and during face-to-face. As after all, the moment of truth lies during the actual interview. Though having 'Personality (Positive, Good Attitude, etc)' is vital, it is also equally important to demonstrate good communication skills (in English especially) and fulfilling qualifications and necessity skills for the role, job, industry.



## COMPANY'S OPINION: HIRING FRESH GRADUATES

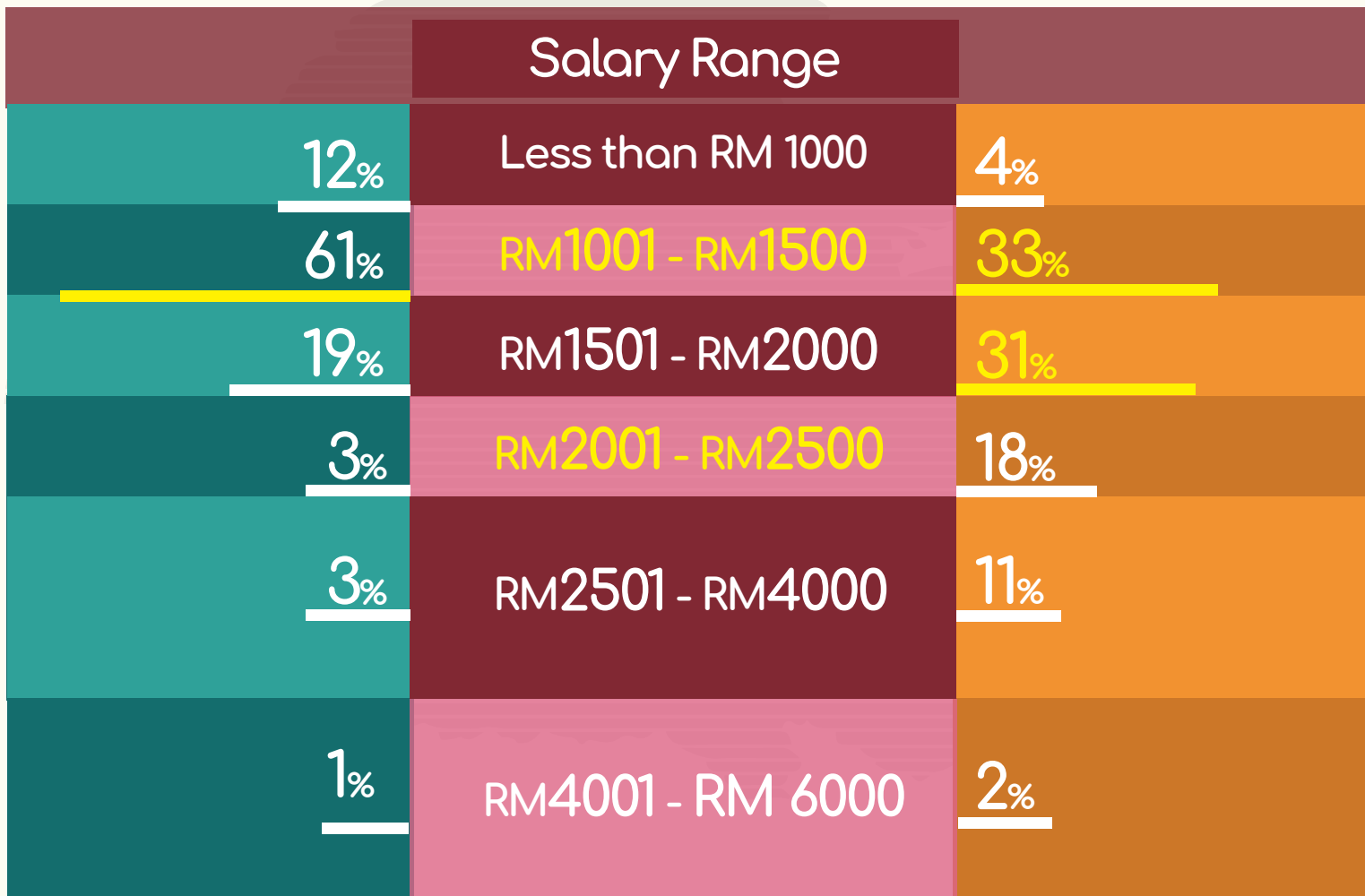
### HOW MUCH WILL YOU OFFER **FRESH GRADUATES**



DIPLOMA HOLDER

VS

DEGREE HOLDER



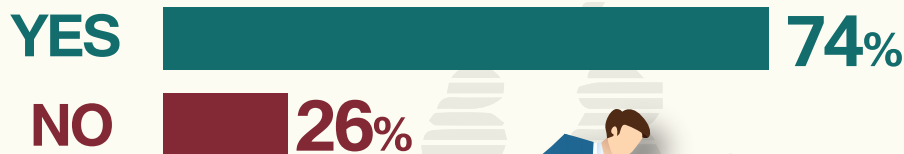
#### FINDINGS & ANALYSIS:

To establish an understanding of the current market, we asked Sabahan employers on the salary range which they may offer to fresh graduates holding Diploma qualification and as well as Degree qualifications. 61% said they may offer Diploma holders between RM1001 to RM1500; 33% may offer Degree holders in the same range and 31% says they will offer RM1501 to RM2000; whereas 31% of Sabahan employers consider to offer a higher salary ranged from RM2001 onwards for Degree holders.



## COMPANY'S OPINION: HIRING INTERNS

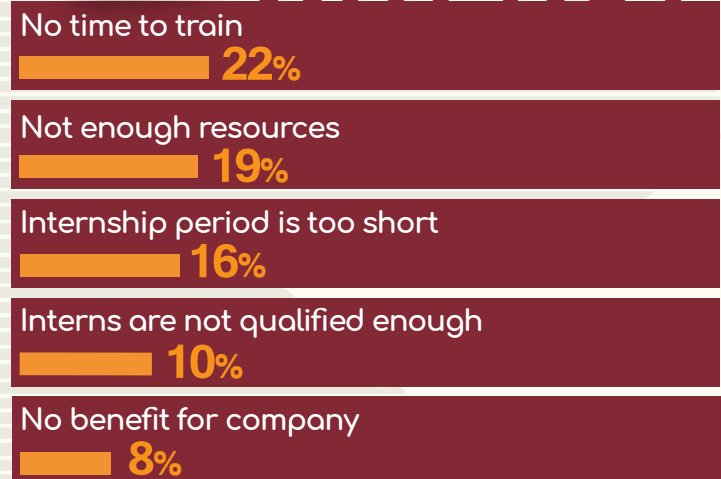
# DOES COMPANY PLAN TO HIRE INTERNS?



## WHY YES?



## WHY NO?



## FINDINGS & ANALYSIS:

Our findings show that Sabah companies are seeing the benefits of internship programs. 7 in every 10 local companies are planning to hire more interns. Why? As the Top 3 reasons suggests, 56% of the employers surveyed says they will hire interns 'To find future employees'. This shows that they find internships being a great way in finding new talents that will potentially be converted to a full time hire. 34% look forward to hire interns as students can prove to be of extra help in accomplishing specific short term projects and objectives. 29% believe that students can help get fresh ideas and so on. Hence, Sabah students should be encouraged to apply for internships locally to tap on working opportunities and to gain relevant skills within their field of study.



COMPANY'S OPINION: HIRING INTERNS



# TOP 8 INDUSTRY HIRING INTERNS

1st



I - Accommodation and food service activities  
(Food & Beverages, Accommodation)

2nd



P - Education

3rd



G - Wholesale and retail trade  
(Sales, Automotive Reparation, Ecommerce etc)

4th



J - Information and communication  
(computer Programming, Telecommunication etc)

5th



F - Construction

6th



C - Manufacturing

7th



K - Financial and Insurance/takaful activities

8th



A - Agriculture, forestry and fishing



B - Mining and quarrying [solids (coal and ores),  
liquids (petroleum) or gases (natural gas)]



O - Public administration and Defense;  
Compulsory social security

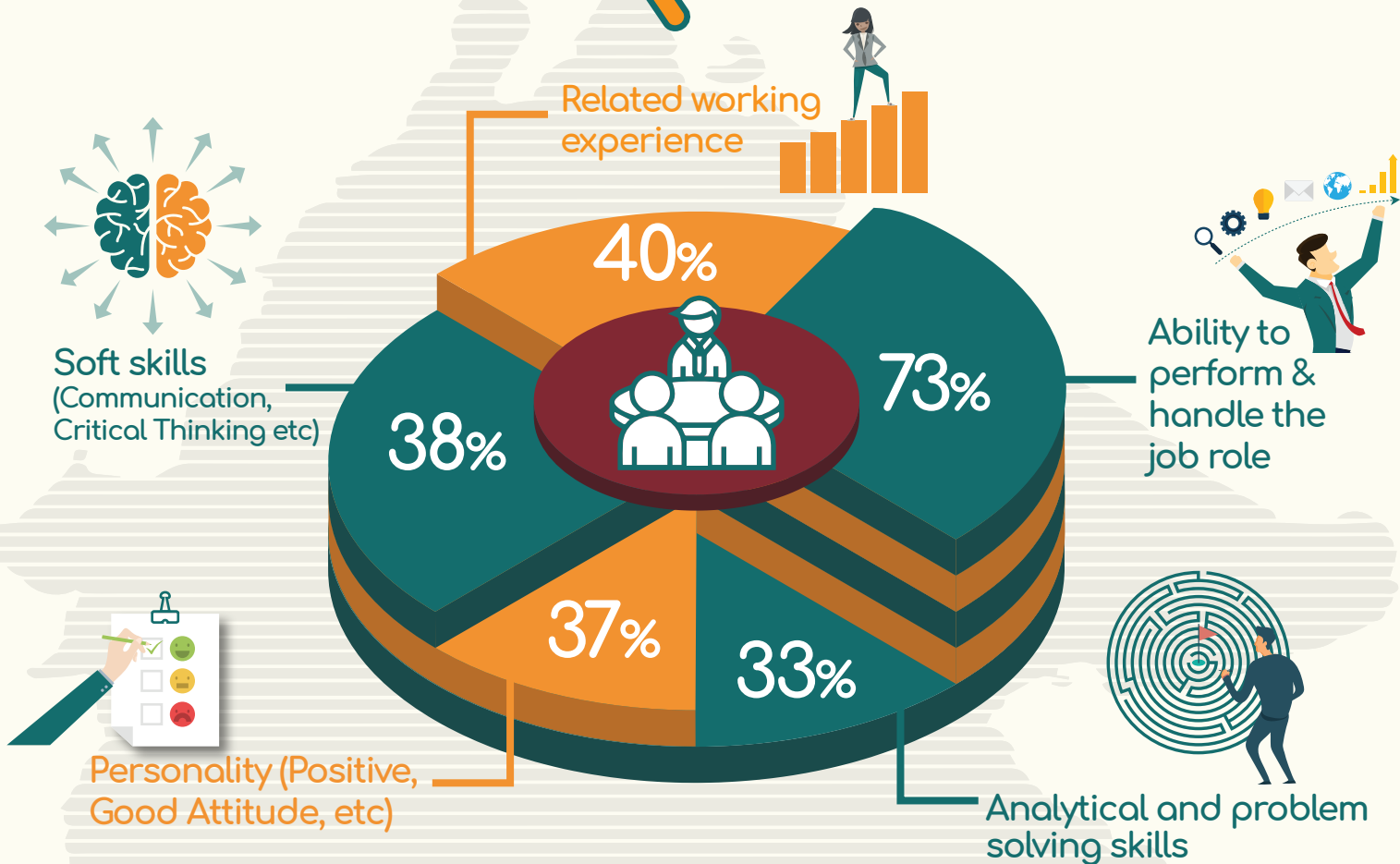


## COMPANY'S OPINION: HIRING CANDIDATES WITH EXPERIENCE

# TOP 5

## QUALITIES THAT COMPANY LOOK FOR WHEN HIRING CANDIDATES WITH EXPERIENCE

## WHAT DO COMPANY LOOK FOR?



### FINDINGS & ANALYSIS:

To contribute towards company's success, local employers are constantly hunting for smart and talented employees. At the same time, it can be costly (incurring time and money) for employers to hire new workers or to cope with recruitment turnovers. Our findings show the Top 5 Qualities which most Sabah companies would focus on evaluating during job interviews. Coming in at Rank No. 1, 73% of the Sabah employers surveyed want experienced candidates who have the 'Ability to perform and handle the job role'. so local employers aren't exactly looking at academic qualifications, rather they want experienced jobseekers who have 'Related work experiences (40%)', well-equipped with 'Soft Skills (38%)' and are dependable and possesses 'Personality (Positive, Good Attitude, etc) (37%)' and must have the 'Analytical in problem solving (30.7%)'. To candidates looking for a new career or change of career, do you have these Qualities?



## COMPANY'S OPINION: HIRING CANDIDATES WITH EXPERIENCE

# TOP 3 QUALITIES BASED ON PRIVATE SECTOR COMPANY



RANK	BUSINESS - LARGE (75+ STAFFS)	BUSINESS - MEDIUM (30- 75 STAFFS)	BUSINESS - SMALL (5-30 STAFFS)	BUSINESS - MICRO (1-5 STAFFS)
1st	Ability to perform and handle the job role	Ability to perform and handle the job role	Ability to perform and handle the job role	Ability to perform and handle the job role
2nd	Related working experience	Related working experience	Analytical and problem solving skills	Personality (Positive, Good Attitude, etc)
3rd	Analytical and problem solving skills	Personality (Positive, Good Attitude, etc)	Related working experience	Related working experience

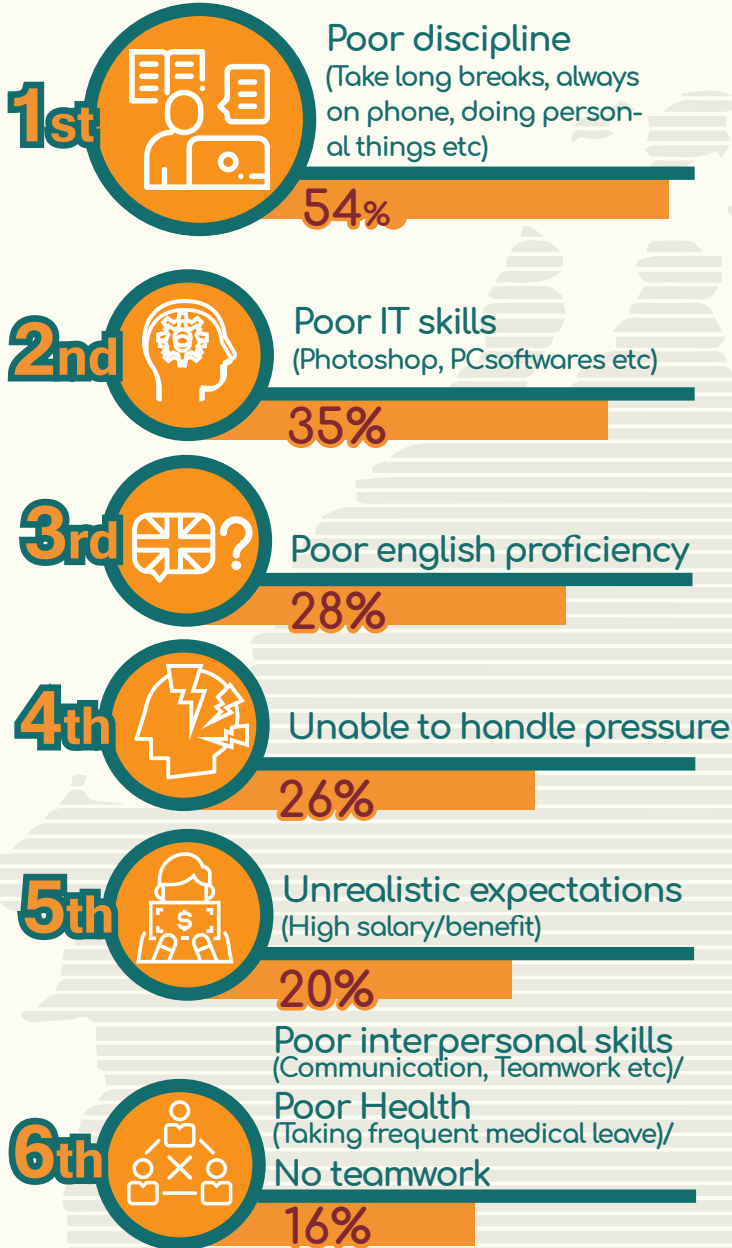
## FINDINGS & ANALYSIS:

By comparing among the private sector companies in Sabah, it is evident to say that almost 75% of the companies, regardless of the type and/or size, tend to focus on similar key qualities when reviewing candidates. All local hiring managers (from Large, Medium, Small and Micro Business) would primarily focus to look out for experienced candidates who have the 'Ability to perform & handle the job role'. The second quality that Sabah employers tend to focus is 'Related working experience'. As per the earlier reports have shown, 'Personality (positive, good attitude, etc)' is definitely one of the important, desired quality and the key prerequisite to land a job but when it comes to looking for experienced hires, Sabah employers from Large/Medium/Small/Micro businesses all agreed that the key focus is to demonstrate the 'Ability to perform & handle the job role'.





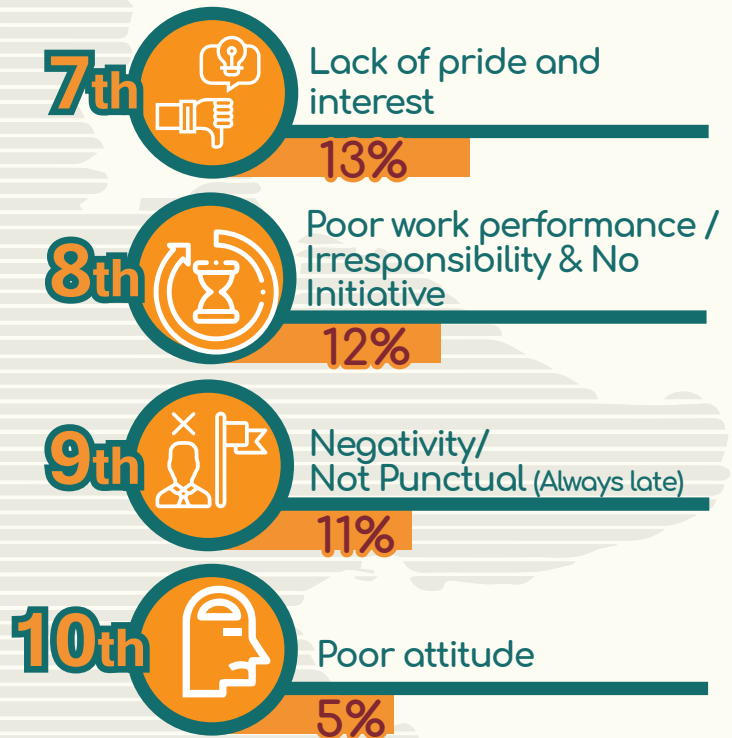
## COMPANY'S OPINION: HIRING CANDIDATES WITH EXPERIENCE



# TOP 10

## ETIQUETTE & BEHAVIOUR

THAT ARE **LACKING** IN  
TODAY'S EMPLOYEES



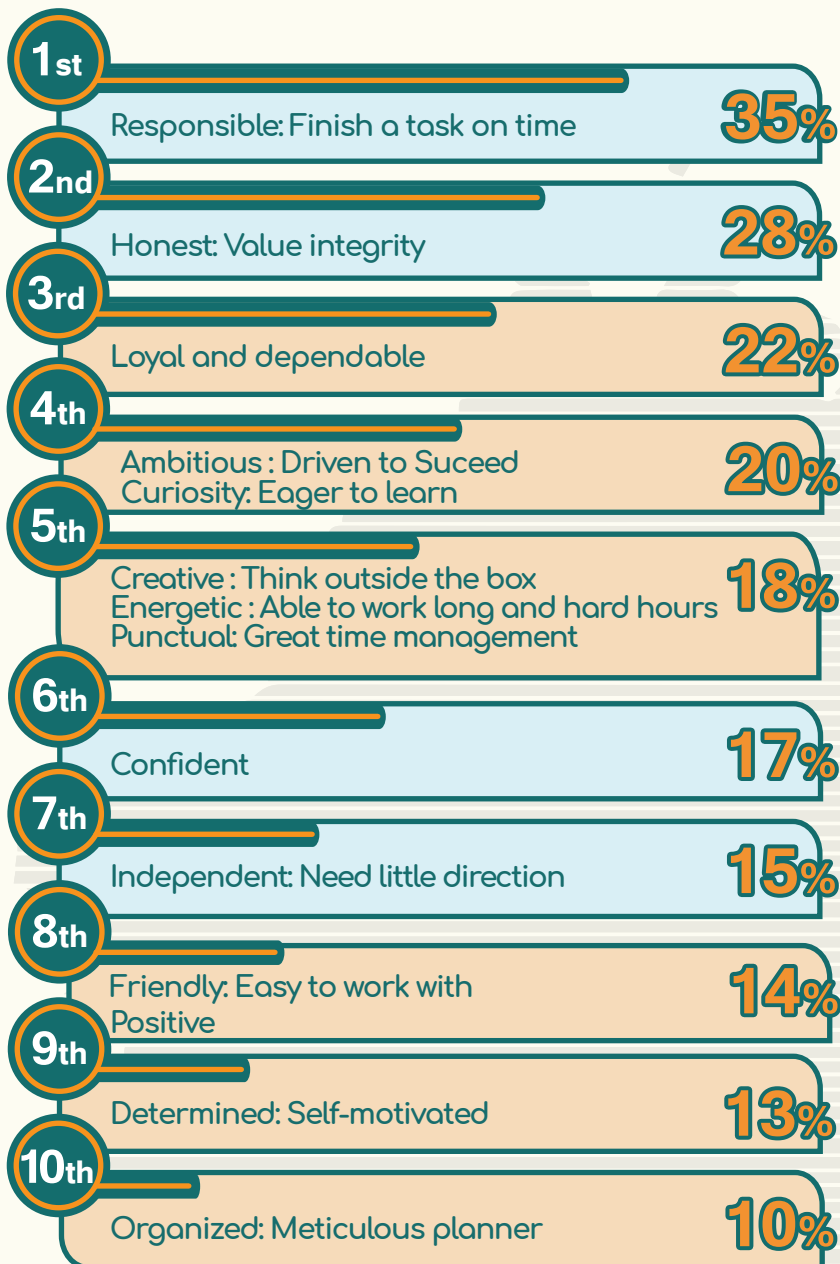
### FINDINGS & ANALYSIS:

Most companies in Sabah surveyed agree that there is a decline in good habits at work. When Sabahan companies were asked to feedback on what they think their employees were exhibiting poorly or lacking in, they said: Poor Discipline (54%), Poor IT skills (35%) and Poor English Proficiency (28%). This could explain why Sabahan employers emphasized greatly on "Ability to perform and handle the job role" and "Related working experience" --- the top 2 qualities wanted in hiring experienced workers. In light to this, it is important to note that despite hiring experienced candidates that fulfills the "right qualities", this alone would not resolve bad behaviors present at workplace.

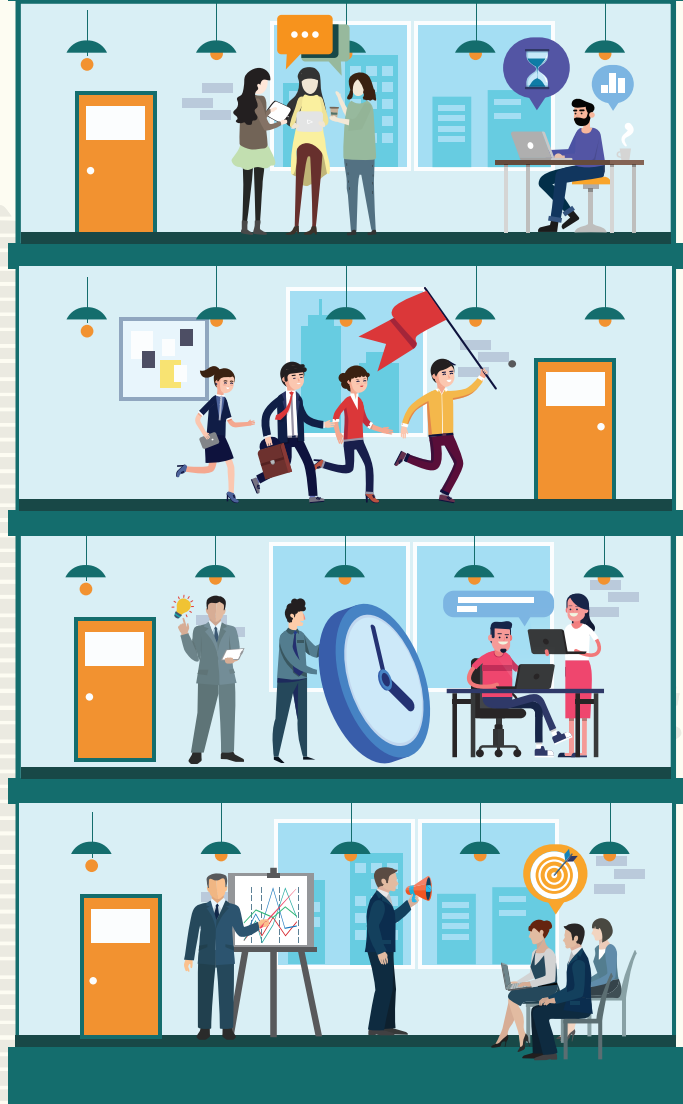
To encourage positive good behaviors at workplace, companies will have to work towards empowering their employees with the knowledge and tools to build one's self-awareness in the form of appraisal or evaluation; including the importance of motivating, recognizing efforts and giving credits to employees. These are some of the methods put in place to develop the desired code of conduct at any workplace. It is true that Negative Bad Habits can reflect poorly upon a person at work and possibly destroy one's career. The ability to reflect and instill self-awareness is important in building one's career advancement thus it is also the responsibility of employees to instill responsibility and professionalism at the work place.



## COMPANY'S OPINION: HIRING CANDIDATES WITH EXPERIENCE



## TOP 10 PERSONALITY TRAITS THAT COMPANY LOVE!



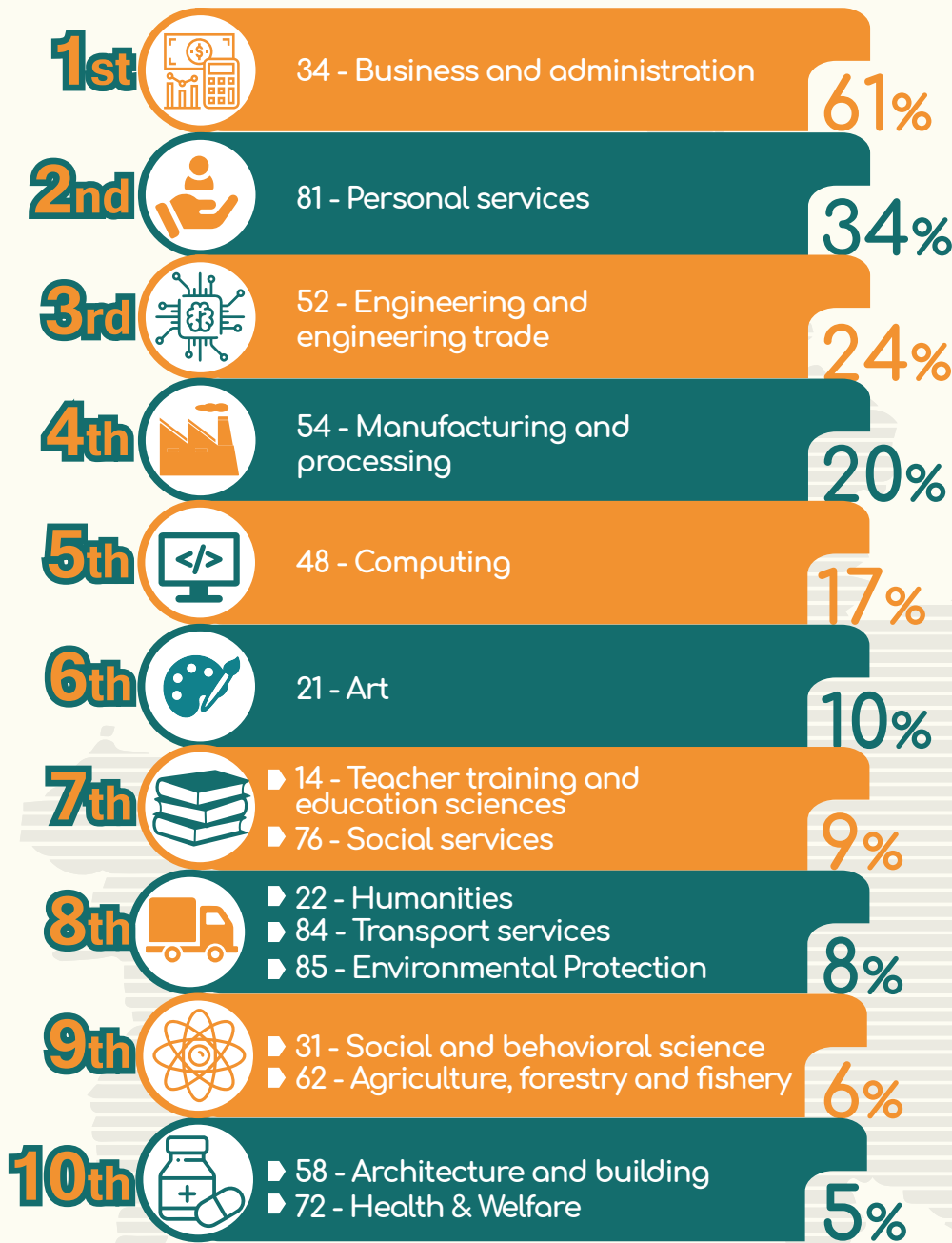
## FINDINGS & ANALYSIS:

Here are the most sought after traits which are deemed as the most wanted personality traits by Sabah employers during hiring. Responsible (35%), Honest (28%), Loyal and dependable (22%), Ambitious / Curiosity to Learn (21%), Creative / Energetic / Punctual (18%) are the top five traits Sabahan employers want in new hires. What's more? Confident (17%), Independent (15%), Positive / Friendly to work with (14%), Determined (13%) and Organized (10%) are the next five preferred traits. Job seekers that exhibit these traits on your resume will be highly sought after, however be prepared that employers will be expecting that you walk the walk, meaning besides building a good first-impression, you must be able to prove by citing situations that mirror these traits.



3

## COMPANY'S OPINION: HIRING CANDIDATES WITH EXPERIENCE



# TOP 10

FIELD OF STUDY  
THAT  
COMPANY  
WANT!



### FINDINGS & ANALYSIS:

Based on 93 Sabahan companies surveyed, local employers are looking for experienced candidates from the following field of study. Let's have a look at the TOP 5 Field of Study in demand by Sabah employers: Business and administration (61%), Personal services (34%) Engineering and engineering trade (24%), Manufacturing and processing (20%), Computing (17%). That said, Sabah employers are also looking beyond the relevant field of study when hiring candidates. For example; companies from Manufacturing sectors do hire candidates from Business and administration; or Engineering and engineering trade. Also, companies from Construction sectors do hire candidates from Business and administration or Computing backgrounds.



**COMPANY'S OPINION:  
HIRING CANDIDATES WITH EXPERIENCE**

# TOP 3 FIELD OF STUDY IN DEMAND BASED ON INDUSTRY

## TYPE OF INDUSTRY

I - Accommodation & food service activities	81 - Personal services	34 - Business and administration	48 - Computing
C - Manufacturing	54 - Manufacturing & processing	34 - Business & administration	52 - Engineering & engineering trade
G - Wholesale & retail trade	34 - Business & administration	81 - Personal Services	54 - Manufacturing and processing
P - Education	14 - Teacher training & education sciences	34 - Business and administration	<ul style="list-style-type: none"> <li>22 - Humanities</li> <li>31- Social and behavioral science</li> <li>76- Social Services</li> <li>81- Personal services</li> </ul>
J- Information and communication	48 - Computing	81 - Personal services	34 - Business & administration
A- Agriculture, forestry and fishing	62 - Agriculture, forestry & fishery	34 - Business & administration	54 - Manufacturing & processing
F - Construction	58 - Architecture and building	34 - Business & administration	48 - Computing

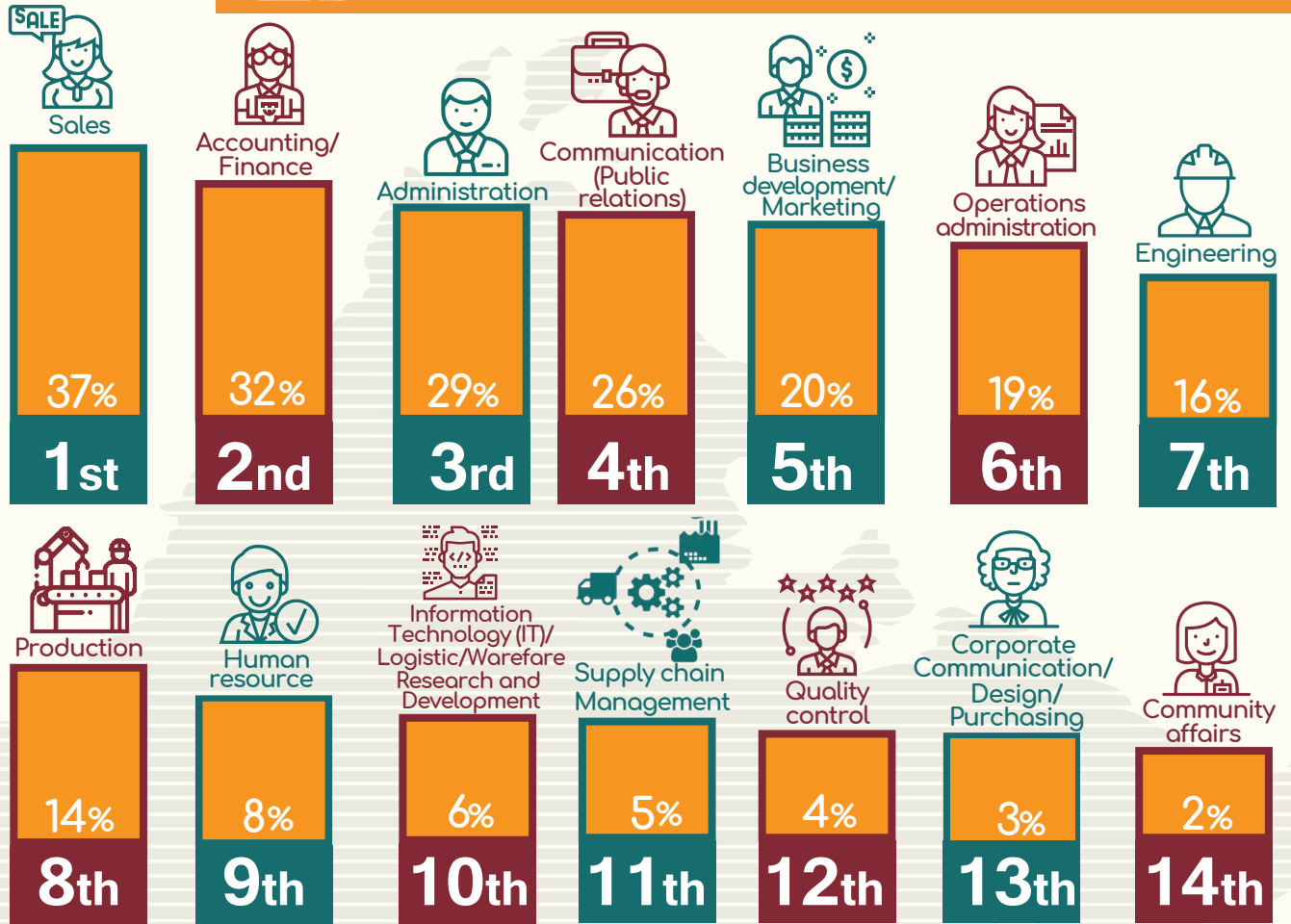




## FACTS & FINDINGS:



### WHICH DEPARTMENTS ARE CURRENT HIRING?



### TOP 3 DEPARTMENTS THAT ARE CURRENTLY HIRING BASED ON PRIVATE SECTOR

Rank	Business - Large (75+ staffs)	Business - Medium (30- 75 staffs)	Business - Small (5-30 staffs)	Business - Micro (1-5 staffs)
1st	Administration	Accounting/ Finance /	Accounting/ Finance /	Sales
2nd	Sales	Business development/ Marketing	Sales	Administration
3rd	Accounting/ Finance Communication (Public relations) Engineering	Operations administration / Sales	Administration	Communication (Public relations)



## FACTS & FINDINGS:

### ARE COMPANY UTILISING NEW TECHNOLOGIES AND AUTOMATION?

YES

57%

NO

43%

Sabah is striving towards a digital economy with its transformation plan in place. But are companies in Sabah utilising new technologies and automation? More than (57%) responded that they are ready for the digital economy and are already using technology in their business strategies while (43%) are not embracing the new technologies.

### 11 BIGGEST CHALLENGES BUSINESSES FACE TODAY

1st 49%

- Increasing cost of business
- Diminishing profitability and returns

2nd 43%

Regulation and compliance

3rd 34%

Unproductive workers

4th 33%

Staff turnover

5th 25%

Maintaining Reputation

6th 20%

- Managing cash flow
- Uncertainty (Customer Trends, Market Trends etc)

7th 17%

Increasing competition

8th 14%

Changes in technology

9th 12%

Recruiting the right talent

10th 9%

Marketing and customer loyalty

11th 1%

Cyber security

### FINDINGS & ANALYSIS:

Sabah businesses, large or small, face a range of challenges especially in these rapidly changing times where the survivability of a company depends very much on how challenges are tackled head-on. 49% of Sabahan companies surveyed agreed that the biggest challenge faced today is the increasing cost of business accompanied with diminishing profitability and returns. Sabahan companies are also faced with Recruitment Challenges such as Unproductive workers (34%), Staff turnover (33%) and Recruiting the right talent (12%). These challenges are closely knitted and can impact company revenue. Take for instance, when employees are demotivated, businesses are losing money due to distracted unproductive employees and as the employee resigns, company incurs cost to curb with recruiting the right talent, and staff turnover. With more competition to seize market shares, 17% of Sabahan companies felt the increasing competition while 9% are pressured to keep up with marketing trends and customer loyalty; and 25% to 20% felt compelled to maintain cash flow/reputation. Only 15% of Sabahan companies surveyed faced challenges in new technology changes and cyber security. That said, it can be seen that more Sabahan companies will gear towards automation to curb with labour costs.





## FACTS & FINDINGS:



# ARE COMPANY HIRING ONLINE OR OFFLINE?



ONLINE **73%**

OFFLINE **27%**

Job Sites **60%**

Through connections **8%**

Social Media **10%**

► Career fairs **7%**  
► Job Agency **7%**

Search Engine **3%**

Newspaper **5%**

## FINDINGS & ANALYSIS:

With ever-increasing competition among companies to find the best talent and the availability of internet technology, recruiting and hiring has changed significantly over the years and continues to evolve. According to our survey, 73% of Sabahan employers are hiring online: 3 in every 5 company uses Jobsites (i.e. localised jobsite like SabahJobs.com); 1 in 10 company uses social media; and 1 in 30 company via search engines. Remaining 27% of Sabahan employers are hiring through offline methods: 8% of the companies that participated in this survey relies on connections such as referrals/networks and 7% of them hire through job agency or career fair and only 5% uses the newspapers.



# SabahJobs.com

NO. 1 JOB SITE IN SABAH



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