

SCOPE OF RESPONSIBILITIES

1. Manage and coordinate MEASAT ITU filings in accordance with the framework of ITU Radio Regulations to ensure valid, best possible operating conditions and with acceptable adjacent satellite interference for the operation of MEASAT satellites.
2. Identify interest(s) or concern(s) and formulate relevant proposals in addressing these interest(s)/concern(s) in national, regional and international conferences and meetings to safeguard usage of MEASAT spectrum and orbital slots.

REPRESENTATIVE ACTIVITIES

- Process and provide accurate and timely responses to the International Telecommunication Union (ITU) and/or other administrations through Malaysian Communication and Multimedia Commission (MCMC) on:
 - satellite networks published in the bi-weekly ITU BRIFIC in accordance with the ITU Radio Regulations.
 - coordination request by other administrations/operators.
 - any other correspondences to/from the ITU.
- Facilitate smooth and efficient preparation and coordination in frequency coordination meeting by:
 - Maintaining an accurate and complete coordination database for MEASAT satellite networks
 - Provide accurate and complete list of coordination requirement for MEASAT satellite networks;
 - Provide accurate and complete of network/filing information including overlapping frequencies and coverage area separations;
 - Generate accurate Carrier to Interference (C/I) calculations;
 - Analyze C/I calculations and other relevant data to formulate feasible proposal for the resolution of potential interference.
- Coordinate and obtain acceptable operating conditions for MEASAT satellite networks and adjacent satellite interference levels by negotiating with other satellite operator(s)/administration(s) in satellite frequency coordination meeting or thought correspondence.
- Provide accurate and timely deliverables on all reports and researches by gathering and validating relevant information and data.
- Prepare, validate and submit MEASAT satellite filings to the ITU in compliance with the ITU Radio Regulations.
- Ensure MEASAT's best interest position on WRC and any other spectrum related items by participating and providing relevant views and proposals to national, regional and international meetings/conferences.
- Provide timely, accurate and relevant comments to other satellite operator(s) request for satellite fly-by coordination.*
- Assist manager in the work of company Business Continuity Plan (BCP).*

* as assigned

REQUIREMENTS (Education, Experience, Skills, Attributes / Behaviors, Others)

- Degree holder in Electrical/Electronic/Telecommunication Engineering or equivalent
- Basic satellite / telecommunication knowledge
- Competency in Microsoft office applications (Word, Excel & Power Point)
- Preferably competent in Microsoft Access
- Basic knowledge in programming
- Excellent attention to detail to ensure the accuracy of deliverables
- Good negotiation, problem solving, oral and written skill
- Good personality & interpersonal skills
- Good team player and is proactive