

# STRICTLY CONFIDENTIAL

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## COMPANY DIAGNOSTIC WIRAJAYA ELECTRICAL SDN BHD

<b>Company Name</b>	WIRAJAYA ELECTRICAL SDN BHD
<b>Date of Visit</b>	03 DEC 2020
<b>Time</b>	10.30 am – 12.00 noon
<b>Location</b>	ONLINE ASSESSMENT
<b>State</b>	SELANGOR
<b>Sector &amp; Subsector</b>	

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Prepared by :



**MALAYSIA PRODUCTIVITY CORPORATION**  
Lorong Produktiviti, Off Jalan Sultan,  
46200 Petaling Jaya, Selangor Darul Ehsan  
Tel : 603-7955 7266, 7955 7050, 7955 7085  
Fax: 603-7957 8068, 7955 1824, 7958 1697  
E-mail : marketing@mpc.gov.my

Laporan yang telah disediakan diakui  
memuaskan  
7/12/2020

A handwritten signature in black ink, appearing to read 'Rosmi Abdullah'.

**ROSMI ABDULLAH**  
Pengarah  
Khidmat Nasihat Dan Perundingan Produktiviti (PACS)  
Perbadanan Produktiviti Malaysia (MPC)

# **COMPANY PROFILE STATEMENT & DECLARATION**

Nature of Business	Wirajaya Electrical and Trading Sdn Bhd incorporated in June 1993 as Enterprise Company and later incorporated as SDN BHD company in February 1998 with an authorized capital of Rm 1,000,000.00 and paid up capital of Rm 500,000.00
Company Strength	<p>Design and Engineering</p> <ol style="list-style-type: none"> <li>1. Electrical service provider</li> <li>2. Electrical contractor Class B registered with Suruhanjaya Tenaga</li> <li>3. Registered with CIDB G5 with trade Electrical</li> <li>4. Competent Person</li> </ol> <p>Health and Safety</p> <ol style="list-style-type: none"> <li>1. Improved health and safety standards</li> <li>2. Improved efficiency when operating</li> <li>3. Higher morale amongst the staff</li> </ol> <p>Human Resource Management</p> <ol style="list-style-type: none"> <li>1. Displays honesty and Integrity. Personal Capabilities:</li> <li>2. Exhibits technical/professional expertise.</li> <li>3. Solves problems and analyze issues.</li> <li>4. Innovates. Practices self-development. Getting Results.</li> </ol> <p>Future Business Plan &amp; Projection</p> <ol style="list-style-type: none"> <li>1. Target market sector with Solar service provider</li> </ol>
Area of improvement	All business related area including management. Intervention Program
Intervention Program	<ul style="list-style-type: none"> <li>• 5s and LEAN Management</li> </ul>

## COMPANY MANAGEMENT ANALYSIS

LEADERSHIP		
1.0	<b>STRENGHT</b> <ul style="list-style-type: none"> <li>• Communication</li> <li>• Self confidence</li> <li>• Responsibility</li> <li>• Flexibility</li> </ul>	<b>WEAKNESESS</b> <ul style="list-style-type: none"> <li>• Inability to formulate direction for the company employees</li> <li>• Difficulties with the planning process</li> </ul>
STRATEGIC PLANNING		
2.0	<b>STRENGHT</b> <ul style="list-style-type: none"> <li>• Customers consistently provide positive feedback</li> <li>• Quickly provide customer with their order</li> <li>• Able to accommodate customer request</li> </ul>	<b>WEAKNESESS</b> <ul style="list-style-type: none"> <li>• Wait times can be little busier on weekends</li> <li>• Business is starting to grow out of the current space</li> </ul>
PROCESS MANAGEMENT		
3.0	<b>STRENGHT</b> <ul style="list-style-type: none"> <li>• Creativity</li> <li>• Versatility</li> <li>• Flexibility</li> </ul>	<b>WEAKNESESS</b> <ul style="list-style-type: none"> <li>• Self-criticism</li> <li>• Insecure</li> <li>• Too Detail oriented</li> </ul>
HUMAN RESOURCE MANAGEMENT		
4.0	<b>STRENGHT</b> <ul style="list-style-type: none"> <li>• Hardworking</li> <li>• Good computer skill</li> <li>• Ability to understand people</li> </ul>	<b>WEAKNESESS</b> <ul style="list-style-type: none"> <li>• Lack of experience staff</li> <li>• No proper documentation &amp; tracking</li> <li>• Lack of support from other disciplines.</li> </ul>
CUSTOMER MANAGEMENT		
5.0	<b>STRENGHT</b> <ul style="list-style-type: none"> <li>• Relationship selling: we get to know customers, one by one</li> <li>• History: We have the loyalty of</li> </ul>	<b>WEAKNESESS</b> <ul style="list-style-type: none"> <li>• Lack of experience staff</li> <li>• No proper documentation &amp; tracking</li> <li>• Lack of support from other disciplines.</li> </ul>

	customers and vendors	
<b>INFORMATION MANAGEMENT</b>		
<b>6.0</b>	<b>STRENGHT</b> <ul style="list-style-type: none"><li>• Availability of skills</li><li>• Good networking</li><li>• Availability of equipment</li></ul>	<b>WEAKNESESS</b> <ul style="list-style-type: none"><li>• Lack of linkage</li><li>• Lack of equipment</li><li>• Lack of skills</li><li>• Lack of access to markets</li></ul>