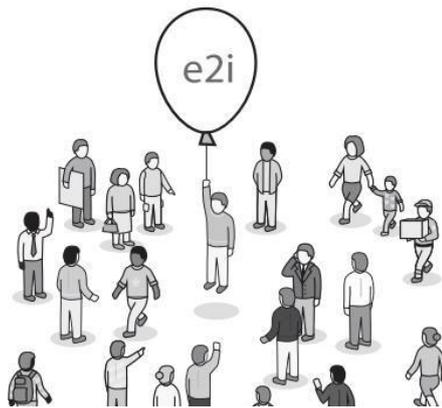


# e2i Built Environment - Fujitec Singapore Corporation Ltd Job Fair

Together, Potential Meets Opportunities

## JOB LISTING BOOKLET



As part of our effort to save the environment, please return this booklet at the exit after you have completed **all** interviews.

**Date: 21 May & 26 May 2025,  
Time: 10am - 4pm**

### About e2i (Employment and Employability Institute)

e2i is the empowering network for workers and employers seeking employment and employability solutions. e2i serves as a bridge between workers and employers, connecting with workers to offer job security through job-matching, career guidance and skills upgrading services, and partnering employers to address their manpower needs through recruitment, training and job redesign solutions. e2i is a tripartite initiative of the National Trades Union Congress set up to support nation-wide manpower and skills upgrading initiatives. For more information, please visit [www.e2i.com.sg](http://www.e2i.com.sg)

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## Fujitec Singapore Corporation Ltd

Fujitec Singapore Corpn. Ltd. is a subsidiary of Fujitec Co. Ltd. (Japan), is the leading Company in design, manufacturing, installation and servicing of elevators, escalators and auto walks. Fujitec Singapore Corpn. Ltd. was incorporated in August 1972.

Since its establishment, Fujitec Singapore Corporation Ltd. has installed more than 25,000 elevators in various high-rise buildings. We have a presence in Housing and Development Board projects, hospitals, educational institute, office buildings, shopping malls, private residences and the industrial segment.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
<b>Assistant Lift Specialist (Service Maintenance Division)</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>To support service team for on-going and outstanding maintenance activities.</li> <li>To perform a variety of maintenance and technical support on the installed equipment and system.</li> <li>To troubleshoot, diagnosing and resolving malfunctions.</li> <li>To attend to call-back / breakdowns and emergency duties as and when required.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>No colour-blindness.</li> <li>Willing to work with heights and in a hot and confined space.</li> <li>Willing to work on weekends and Public Holiday.</li> <li>Able to be on stand-by duty mode.</li> </ul>	<ul style="list-style-type: none"> <li>5 days / week</li> <li>8:00am to 5:30pm</li> <li>Full time/ Permanent</li> <li>Location: Various</li> </ul>
<b>Assistant Field Technician (Inspection Audit &amp; Annual Testing Division)</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>To perform routine testing of lift and escalator test in accordance with the checklist as scheduled.</li> <li>To provide technical assistance to resolve complex technical issues.</li> <li>To prepare test report.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>No color-blindness.</li> <li>Physically fit to handle heavy lift equipment and parts.</li> <li>Willing to work with heights and in a hot and confined space.</li> </ul>	<ul style="list-style-type: none"> <li>5 days / week</li> <li>8:00am to 5:30pm</li> <li>Full time/ Permanent</li> <li>Location: Various</li> </ul>
<b>Assistant Product / Quality Technician (Supply Chain Division)</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>To perform specific assembly, check, test and inspecting incoming and outgoing parts.</li> <li>To calibrate in-house measuring equipment.</li> <li>To perform process verification, mock-up inspection and attend to Supplier's first article inspection.</li> <li>To coordinate and handle physical parts for ET / GQR and SMO corrective action.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>No color-blindness.</li> <li>Physically fit to handle heavy lift equipment and part.</li> </ul>	<ul style="list-style-type: none"> <li>5 days / week</li> <li>8:00am to 5:30pm</li> <li>Full time/ Permanent</li> <li>Location: 469333</li> </ul>
<b>Logistic Assistant (Supply Chain Division)</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>To manage the adequate supply of parts and materials for distribution and shipment.</li> <li>To maintain proper care and control of physical inventory under their responsibility.</li> <li>To coordinate the proper hand-over of parts at the issuing site issuing within the work schedule.</li> <li>To arrange material storage to optimize warehouse space.</li> <li>To assist in site survey if necessary and witness delivery of materials by logistic company.</li> </ul>	<ul style="list-style-type: none"> <li>5 days / week</li> <li>7:30am to 5pm</li> <li>Full time/ Permanent</li> <li>Location: 469333</li> </ul>

Click Here for Table of Content

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	<p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>• Possess valid forklift license is an added advantage.</li> <li>• Able to work in non-air-conditioned environment with physical activity involved.</li> <li>• Able to work in a fast-paced environment.</li> </ul>	
<p><b>Despatch Attendant (Projects &amp; Installation Division / Service Maintenance Division)</b></p>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>• To operate Company vehicle to despatch lift and / or escalator parts to assigned locations island-wide.</li> <li>• To perform simple verification check with the recipient before handing over if required.</li> <li>• To carry out in any related ad-hoc duties as and when assigned by the Supervisor.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>• Holds a Class 3 Driving license.</li> <li>• Familiar with Singapore roads and locations.</li> <li>• Good interpersonal and communication skills.</li> <li>• Able to work in a fast-paced environment.</li> </ul>	<ul style="list-style-type: none"> <li>• 5 days / week</li> <li>• 8:00am to 5:30pm</li> <li>• Full time/ Permanent</li> <li>• Location: 469333</li> </ul>
<p><b>Groundskeeping Attendant (Facilities Maintenance)</b></p>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>• To upkeep cleanliness in external premises compound.</li> <li>• To dispose of debris, leaves and trash from outdoor areas.</li> <li>• 3) To operate and maintain groundskeeping equipment.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>• Relevant similar experience in the groundskeeping area is highly preferred.</li> <li>• Able to work in an outdoor environment.</li> <li>• Able to lift, operate and maintain groundskeeping equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• 5 days / week</li> <li>• 7:30am to 5pm</li> <li>• Full time/ Permanent</li> <li>• Location: 469333</li> </ul>
<p><b>Service Engineer (Service Maintenance Division)</b></p>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>• To monitor and ensure optimal performance of the portfolio of equipment assigned inclusive of performing periodic scheduled inspections.</li> <li>• To perform periodic scheduled inspections to ascertain the reliability and dependability of the assigned technicians' work quality and quantity.</li> <li>• To minimize equipment down time and ensure passenger safety including but not limited to identification, planning, and implementation of any part replacements or repairs.</li> <li>• To comply with client contractual obligations, company policies, government regulations and other applicable restrictions or guidelines from time to time.</li> <li>• To check that items included in the service report inclusive of cleaning, lubricating, adjusting, testing and repair/replacement of parts for continual high performance of the equipment.</li> <li>• To respond to customers' requests not exceeding the required standard as set by client contract and/or company.</li> <li>• To maintain proper housekeeping on site and safety of all workers including any engaged subcontractors.</li> <li>• To stay informed and monitor all works in progress on the equipment with checks as and when required.</li> <li>• To facilitate timely and clear communication be it internal, inter-departmental, external or with staff for solutions to resolve and/or prevent issues.</li> <li>• To support Section Head and provide regular updates on work related matters.</li> </ul>	<ul style="list-style-type: none"> <li>• 5 days / week</li> <li>• 8:00am to 5:30pm</li> <li>• Full time/ Permanent</li> <li>• Location: Various</li> </ul>

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	<ul style="list-style-type: none"> <li>• To conduct coaching and mentoring of staff on technical or soft skill requirements as and when required.</li> <li>• To handle technical related activities as and when required.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>• Prior experience in managing a team of up to 10 people will be highly preferred. Willing to commit 24/7 standby duties.</li> <li>• Possess a service-oriented mindset.</li> <li>• Good communication (Written and Verbal) and follow-up skills.</li> <li>• Able to work in a fast-paced environment.</li> </ul>	
<p><b>Service Engineer (Inspection Audit &amp; Annual Testing Division)</b></p>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>• To lead a group of Field Technicians to perform the Annual Testing of Lift &amp; Escalators.</li> <li>• To plan and schedule a yearly annual testing schedule, monitor and update any changes promptly.</li> <li>• To be the point contact between SPE / client whenever necessary.</li> <li>• To liaise with clients on yearly testing of Lifts and Escalators.</li> <li>• To uphold high work safety standards and ensure all safety documents are in order. (Risk Assessment, Safe Work Procedure, Toolbox,etc)</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>• Able to work independently and minimum supervision.</li> <li>• Prior experience in performing testing and commissioning job role.</li> <li>• Proficiency in MS Office.</li> <li>• Good communication (Written and Verbal) and follow-up skills.</li> </ul>	<ul style="list-style-type: none"> <li>• 5 days / week</li> <li>• 8:00am to 5:30pm</li> <li>• Full time/ Permanent</li> <li>• Location: Various</li> </ul>
<p><b>Customer Operational Support Executive (Service Maintenance Division)</b></p>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>• To assist Engineers and Section Heads to prepare and submit quotation input.</li> <li>• To assist Engineers and Section Heads to prepare and submit purchase request input.</li> <li>• Liaising with Contracts department to update and maintain SOR / MTD price record for all clients.</li> <li>• Communication and / or meet up with clients on their requirements for quotation as and when required.</li> <li>• Communication with suppliers / sub-contractors for price inquiry on supply / works as and when required.</li> <li>• Liaising with the Purchasing department for purchasing and standardization of vendor SOR price global records.</li> <li>• Creation and maintaining detailed records of processed purchase request and quotations.</li> <li>• Communications with internal and external customers.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>• Able to work independently and minimum supervision.</li> <li>• Proficiency in MS Office.</li> <li>• Good communication (Written and Verbal) and follow-up skills.</li> </ul>	<ul style="list-style-type: none"> <li>• 5 days / week</li> <li>• 8:00am to 5:30pm</li> <li>• Full time/ Permanent</li> <li>• Location: 469333</li> </ul>