

e2i Career Fair @ Fernvale CC [20 September 2024] JOB LISTING BOOKLET



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

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#1 ABR Holdings Limited- Swensens & Tip Top

ABR Holdings Limited operates more than 25 restaurant outlets. Over the past four decades, ABR Group has expanded the brands to offer a variety of cuisines in multiple dining formats for customers. From Swensen's sundaes, Tip Top's traditional homemade curry puffs, Seasons's freshly baked breads to Chilli Padi delicacies. There is an offering in ABR's family of brands for everyone and for any occasion. Our mission is to create memorable dining experiences that bring friends and families together.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Cook (Full Time/Part-Time)	<ul style="list-style-type: none"> No Experience 	<ul style="list-style-type: none"> Prepare quality food for customers according to standard recipes. 	<ul style="list-style-type: none"> As rostered islandwide
Supervisor	<ul style="list-style-type: none"> Experience in F&B 	<ul style="list-style-type: none"> Responsible for the supervision of staff in the dining area, constantly upholding the standard of service in restaurant. 	<ul style="list-style-type: none"> As rostered islandwide
Customer Service Representative (Full Time/Part-Time)	<ul style="list-style-type: none"> No Experience 	<ul style="list-style-type: none"> Keep a consistent standard of service, quality and cleanliness in the dining area in accordance to standard operating procedures. 	<ul style="list-style-type: none"> As rostered islandwide
Deputy Restaurant Manager	<ul style="list-style-type: none"> Experience in F&B 	<ul style="list-style-type: none"> Assist the Restaurant Manager to lead the team in attainment of quality in service, food and cleanliness. Handle restaurant administrative matters. 	<ul style="list-style-type: none"> As rostered islandwide
Dishwasher (Full Time)	<ul style="list-style-type: none"> No Experience 	<ul style="list-style-type: none"> Keep a consistent standard of tidiness, cleanliness in the dishwashing area in accordance to standard operating procedures. 	<ul style="list-style-type: none"> As rostered islandwide
Asst Food Technologist	<ul style="list-style-type: none"> Food Development & Manufacturing or related field 	<ul style="list-style-type: none"> Product Development, Quality Control, Product & Technology Transfer 	<ul style="list-style-type: none"> 8am-5:30pm Tampines

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Quality Control Officer	<ul style="list-style-type: none"> Knowledge in Halal, HACCP, ISO and FSMS. Product Specification and SOP. Handle Food Safety. Internal audits 	<ul style="list-style-type: none"> To assist Production Manager/Quality Assurance Manager in audits and maintaining the Quality Assurance System in the Central Manufacturing Plant and entire cold chain. 	<ul style="list-style-type: none"> 8am-5:30pm Tampines
Senior Cake Decorator	<ul style="list-style-type: none"> Food Preparation and Kitchen Assistants 	<ul style="list-style-type: none"> Cake decoration, chocolate making for cake decorator. 	<ul style="list-style-type: none"> 8am-5:30pm Tampines
Cake Decorator	<ul style="list-style-type: none"> Cake decoration, chocolate making for cake decorator. 	<ul style="list-style-type: none"> To assist Senior Cake Decoration, Ingredient preparation, display cakes, customer order cakes, new cake design, train production assistant for ice-cream cake. 	<ul style="list-style-type: none"> 8am-5:30pm Tampines
Service Crew(Full Time)	<ul style="list-style-type: none"> Experience in F&B 	<ul style="list-style-type: none"> Greet and attend to customer with a positive attitude. 	<ul style="list-style-type: none"> Rostered Shift (8am-10pm) East & West area
Service Crew(Contract/ Part Time)	<ul style="list-style-type: none"> Experience in F&B 	<ul style="list-style-type: none"> Greet and attend to customer with a positive attitude. 	<ul style="list-style-type: none"> As rostered East & West Area
Supervisor	<ul style="list-style-type: none"> Experience in F&B 	<ul style="list-style-type: none"> Greet every customer with a sincere smile and a positive attitude Maintain product quality and ensure pleasant presentation of products Provide go-the-extra-mile service to create a positive customer experience Well-versed in product knowledge to upsell and cross-sell Food and Beverages quality are made consistent in accordance to company's standards. Products are ordered and rotated in accordance to business needs and demands, ensuring freshness and optimum quality. Ensure attractive and enticing product presentation Manage assigned shift in tandem with, or in the absence 	<ul style="list-style-type: none"> Rostered Shift (8am-10pm) East & Central Area

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>of Store Manager/Store-In-Charge</p> <ul style="list-style-type: none"> • Delegate tasks to staff, implements follow-up to ensure tasks are completed in a timely manner Place orders according to stock-on-hand as well as business trends • Anticipate and communicate product and/or supply shortages to Store Manager/Store-In-Charge • Monitor product usage and minimize wastages • Maintain a clean, friendly and organized store environment • Ensure a clean and tidy store work environment by ensuring that the counters, tables and shelves are clean and floor is swept and mopped regularly • Ensure compliance with all safety and security procedures • Ensure that cleaning chart is in place and adhered to • Strives to meet sales targets during assigned shift • Daily banking in of cash sales • Participate in monthly stock take 	
Outlet Manager	<ul style="list-style-type: none"> • Experience in F&B 	<ul style="list-style-type: none"> • Assist the Area Manager in terms of control and guidance in accordance to company's policies and guidelines. Set targets for self and team in achieving sales target and ensures that daily operations run smoothly and efficiently. Assist company in achieving business targets in terms of revenue growth and market share. To ensures compliance with the company's policies and procedures • Perform outlet visitation checks regularly • Ensure that cash handling procedure is in place. • Shares relevant and pertinent news/information with the store/outlets staff on a regular basis 	<ul style="list-style-type: none"> • Rostered Shift (8am-10pm) • East & Central Area

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> • Conduct regular store / outlets meeting to disseminate and collect information • To ensures thorough and smooth implementation/launch of new programs or products through effective training. • To ensures quality of products, services, outlet ambience consistently meets and/or the company standards. • Plan and lead the Outlet's profitability and the cost controlling measures. • To ensure sufficient stock is in place for the day to day operation of the store. • Plan weekly labour and scheduling, ensuring sufficient manpower in the store / outlets to secure a smooth operational flow. • To ensure accurate and prompt submission of daily sales to Finance department. • To reduce in product waste and minimize loss by monitoring closely on store/outlets performance. Responsible for the Sales and Profit performance of each store/ outlets under your supervision. • Conduct monthly Sales analysis and implement immediate action plan for areas of improvements. • Manage on outlets' petty cash expenditure. • Monitor and responsible for Stores' maintenance and repair costs. • To ensure proper cash handling controls such as accurate daily cash reports, change funds and petty cash funds. • To ensures that all new employees undergo orientation and training. • Responsible for continuous training and staff development 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Production Crew	<ul style="list-style-type: none"> Experience in F&B 	<ul style="list-style-type: none"> Primary Responsibilities: -To ensure the finished goods quality and quantity meet the daily production standard and target. Perform daily cleaning on working section, equipment and tools. To adhere to food safety, health and personal hygiene in workplace. To adherence with Central Kitchen processes and procedures and maintain cleanliness of the central kitchen at all time. To undertake hoc duties as delegated by the immediate superior. 	<ul style="list-style-type: none"> Mon-Fri 9am-5pm / Sat 8am-4pm Tampines

#2 BIOTRONIK APM II

BIOTRONIK is a leading medical device company that has been developing trusted and innovative cardiovascular and endovascular solutions (pacemakers, implantable defibrillators, stents, and remote patient management) for more than 50 years. Driven by a purpose to perfectly match technology with the human body, BIOTRONIK innovations deliver care that saves and improves the lives of millions diagnosed with heart and blood vessel diseases every year. BIOTRONIK is headquartered in Berlin, Germany, and represented in over 100 countries.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Production Assembly Operator (Morning, Afternoon and Night shift)	<ul style="list-style-type: none"> Completed professional education preferred Fluent in English and other Asian languages Experience working in a clean room environment will be advantageous Experience of working in a production environment, previous execution of inspection tasks or machine handling is preferable 	<ul style="list-style-type: none"> Follows the currently valid guidelines (e.g. working instructions, process descriptions, hygiene rules, environmental protection guidelines, cGMP, clear table policies) Independent execution of different process steps and surveillance of process execution according to written working instructions, according to the training level of the employee Notifies the supervisor of any observed discrepancies (process and quality discrepancies, security breaches, outdated calibration data, deviations in the documentation) Maintains a correct and conform documentation (e.g. when completing move tickets or inspection protocols) Participates actively in the KAIZEN process (e.g. minimize waste) If needed, performs individual tasks defined by the supervisor which in their nature belong to the work responsibility of an operator and/or are a necessity to achieve organizational performance Maintain a safe work environment and ensure the maintenance and upkeep of the physical location. 	<ul style="list-style-type: none"> Shift 1: 6:55am–3:05pm, Shift 2: 2:55pm–11:05pm, Shift 3: 10:55pm–7:05am Kallang Way
Production Engineer II	<ul style="list-style-type: none"> Bachelor's Degree or Diploma in Biomedical, Material, 	<ul style="list-style-type: none"> Analyzing processes assigned, define the processes' interfaces and 	<ul style="list-style-type: none"> 830am - 5pm Kallang Way

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>Chemical, Electronics, Mechanical or Industrial Engineering, or equivalent.</p> <ul style="list-style-type: none"> Degree holders: at least 3 years of relevant working experience in process / production engineering. Diploma holder or equivalent: At least 8 years of relevant working experience in process / production engineering. Prior Engineering experience in medical devices industry is preferable. Use of statistic in root cause analysis with six-sigma Greenbelt will be advantages. Experience with manufacturing processes and methods, eg. Lean, Kaizen, Kanban and other advanced manufacturing methodologies, tools and concepts will be advantages. Familiar with ISO13485 and GMP. Basic knowledge in SAP and MES is preferable. 	<p>boundaries, and determine the requirements for a specification-compliant process result through perform and document process validations or re-validations including IQ, OQ and PQ.</p> <ul style="list-style-type: none"> Develop the process steps together with the interested parties: Define content of routings/workflows. Create the content for their description (FPV). During product transfer: <ul style="list-style-type: none"> Taking charge of own assigned process, plan and co-ordinate with relevant parties for Process transfer and is accountable on timeline and objective. Coordinate equipment procurement activities in liaising with vendors from design input stage up to factory acceptance test (FAT). Process Develop for equipment procurement locally. Derive acceptance criteria for process target quantities. Prepare production transfer (ERS). Prove achievement of the process target quantity. Release process for serial production. At serial production, drive defined plans: monitor key performance indicators, analyze them periodically, monitored deviations in the process 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> and initiate corrective actions; - conduct continuous improvements for operating performance through yield improvement, cycle-time optimization, waste reduction and productivity improvements; - monitor climate conditions/process media and work with relevant parties to take corrective actions for deviation or abnormality. - Technical Competency - Statistical skills: - Conclusion of Hypothesis testing with statistical means. - Identify Special and Common cause variables and take appropriate actions to address them. - Define and determine the process capability of respective processes. • Lean Manufacturing: - Implement concepts of Poka Yoke, SMED into assembly tooling and fixtures. - Utilize 5S, 7-Mudas, Kaizen, Process flow, Spaghetti diagrams for production flow optimizations. • Continuous Improvement Project Management: • Able to Lead, co-ordinate and use in FMEA / PRA in Continuous Improvement Projects (CIPs). • Utilize Ishikawa, PDCA, A3 Problem Solving, in day to day production activities / improvements. • Sterilization • Understanding of types of EO Sterilization processes 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		for medical devices and their operating principles. <ul style="list-style-type: none"> • Demonstrate ability to develop EO Sterilization processes' parameters. • Experience with 3M sterilization equipment desirable • Basic knowledge of ISO 11135:2014 	
Cloud Test Engineer	<ul style="list-style-type: none"> • Bachelor's degree in computer science, Software Engineering, or a related field; advanced degree preferred. • Proven experience as a Test Engineer is preferable. • Experience with automated testing frameworks such as Selenium, Junit and Gherkin. • Familiarity with cloud platforms such as AWS, Azure, or Google Cloud Platform. • Strong analytical skills and attention to detail. • Excellent communication skills and the ability to collaborate effectively in a team environment. • Prior experience from the healthcare or medical device industry would be an added advantage. 	<ul style="list-style-type: none"> • Develop and execute test plans, test cases, and test scripts for Cloud-based software solutions, ensuring thorough testing coverage. • Collaborate with cross-functional teams, including software developers, product managers, and quality assurance professionals, to identify and address software defects. • Design, implement, and maintain automated testing frameworks for cloud-based applications to enhance testing efficiency and scalability. • Conduct performance testing, load testing, and stress testing of Cloud-based software systems to ensure optimal performance under various conditions. • Work closely with regulatory affairs and compliance teams to ensure testing processes align with industry standards and regulations. 	<ul style="list-style-type: none"> • 830am - 5pm • Kallang Way
Cloud Software Engineer	<ul style="list-style-type: none"> • Bachelor's degree in computer science, Software Engineering, or a related field; advanced degree preferred. • Proven experience developing cloud-based software solutions using Java and Spring Boot. • Experience with cloud platforms such as AWS, 	<ul style="list-style-type: none"> • Design, develop, and deploy cloud-based software solutions for medical devices, ensuring scalability, reliability and security. • Collaborate with cross-functional teams including software engineers, product managers, and quality assurance professionals to deliver high-quality software products. 	<ul style="list-style-type: none"> • 830am - 5pm • Kallang Way

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Azure, or Google Cloud platform. Familiarity with containerization technologies (eg; Docker, Kubernetes) and microservices architecture. Experience with Test-Driven development with JUnit/Gherkin. Excellent communication skills and the ability to collaborate effectively in a team environment Prior experience from the healthcare or medical device industry would be an added advantage 	<ul style="list-style-type: none"> Implement best practices for cloud architecture, infrastructure as code, and continuous integration/continuous deployment (CI/CD) pipelines. Work closely with regulatory affairs and compliance teams to ensure software development processes adhere to industry standards and regulations. Stay updated on emerging technologies and industry trends, incorporating them into software development strategies to drive innovation. 	
R&D Engineer II (Process Development)	<ul style="list-style-type: none"> Bachelor's degree in mechanical or industrial engineering, Material Sciences or equivalent At least 2-3 years of relevant work experience in Research & Development, product design and development, Manufacturing and Process Engineering Management in preferable the medical devices industry Experience in high volume manufacturing and assembly processes and improvement methods Experience in automation and digitalization Experience with manufacturing processes of thermoplastic polymers, silicon and metals Experience in analytic methods of these materials Experience working within in a quality and 	<ul style="list-style-type: none"> Research, develop, qualify and integrate new technologies, processes and materials through the understanding and utilization of extensive technical knowledge on the basis of specification in compliance with the external standards, internal rules, design rules and internal requirements (ie. production, economic or qualitative requirements) and project plan. Develop new manufacturing processes with focus on automation for new product development activities. Develop internal technical capabilities and expertise related to manufacturing and technology for automated assembly. Design and conduct experiments to demonstrate process feasibility and to establish essential engineering parameters for manufacturing processes with excellent process capabilities 	<ul style="list-style-type: none"> 830am - 5pm

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>design controlled environment i.e ISO 13485/GMP will be advantage.</p> <ul style="list-style-type: none"> • Strong attitude on hand-on engineering testing and experimentation in a lab environment. • Knowledge in the verification and validation of processes and medical device. • Proficient in project management 	<ul style="list-style-type: none"> • Develop basic design data, define operating conditions and critical limits, and establish safety and quality parameters for manufacturing process through scale up and modeling of unit operations • Ensure quality in product's design and it's processes for usability, reliability, functionality, capability, marketability and manufacturability • Execute and document analytical evaluation of the materials and components. Analyse and interpret experiment and manufacturing process data of the materials and components • Analyze data using statistical techniques and communicate results to a cross-functional team • Utilize technical expertise to design and develop complex new test methods and equipment • Collaborate with operation team to develop design criteria for new product and new technology transfer from R&D stage to production • Execute risk assessment of the product, the product components and the manufacturing processes in collaboration with Product Development, Operations and Quality Department. • Define the technical requirements for suppliers. Sourcing for suppliers for special requirements. Provide technical support to suppliers as and when required. • Plan project costs and ensure compliance with the planned project costs. • Design layout of equipment or workspaces or optimize the 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>production flow to achieve maximum efficiency.</p> <ul style="list-style-type: none"> • Liaise and interact with production department, operations, engineering, quality department and senior management and provide technical support and troubleshooting for existing products and process improvement. • Train production personnel in new or existing methods. • Assist with internal and external audits. • Keep abreast of latest developments in process technology. This includes injection moulding, extrusion, assembly, packaging and sterilization. Research new processes or materials processing technologies for possible new product development 	
Senior IT Specialist, Manufacturing Systems	<ul style="list-style-type: none"> • Minimum bachelor's degree in computer science/Management Information Systems or related engineering discipline • Knowledge in ISO 13485 or FDA 21 CFR Part 11 is preferred. • Experience with MES systems, with a preference for familiarity with OpCenter. • Availability for providing on-call support 24x7 is a required. • Knowledge and experience in troubleshooting Windows client/server and Linux operating systems is required. 	<ul style="list-style-type: none"> • Responsible for IT services that are used by several BIOTRONIK subsidiaries (manufacturing, R&D and sales) located in this area. As part of the regional IT Team based in Singapore, the Senior IT DevOps Specialist is responsible for the IT solutions development and business operations support for the manufacturing operations. To provide standardized services, he/she executes client harmonization projects throughout the region in close alignment with the Center of Expertise (CoE) at headquarters. This role will support both the CRM and VI manufacturing operations. • Experience in managing IT system & administration with focus on OpCenter MES and/or Aras PLM, QlikSense and other GxP (Good x Practices) 	<ul style="list-style-type: none"> • 830am - 5pm • Kallang Way

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Strong problem-solving skills are required. Proficiency in scripting and automation, including languages such as Python, Bash, and PowerShell, is expected. Familiarity with technologies such as SQL, C#, .NET Web services, Python, Java EE, IIS, LCAP is preferred. Ability to work collaboratively in a team and thrive in a fast-paced environment is crucial. Understanding of Agile project management principles is a plus. Experience with Oracle databases and Snowflake is preferred. Experience in software verification and validation (CSV) is a preferred qualification. Knowledge of object-oriented design is desired. Experience working in an environment with Enterprise Resource Planning (ERP), Product Lifecycle management (PLM) and Business Intelligence (BI) enterprise systems is desired. Familiarity with working in an ITIL-based support environment is a desired qualification 	<p>systems. To provide particularly in L1/L2 support roles for, with a specific emphasis on supporting manufacturing operations. Ensure the smooth operation and maintenance of these systems.</p> <ul style="list-style-type: none"> Collaborate with cross-functional teams to identify and deliver feasible IT solutions that align with business requirements and adhere to corporate IT standards and best practices. Apply comprehensive IT knowledge and experience across various domains, including IT networking, infrastructure, database management, EDI, programming, software, and hardware. Collaborate with corporate Subject Matter Experts (SMEs) and external consultants as needed to implement IT solutions for the production floor. Contribute to system and architectural design for applications in a manufacturing environment, focusing on the shop floor. Collaborate with the IT and engineering teams to ensure optimal system architecture that supports manufacturing processes. Collaborate with supported business units, particularly those related to manufacturing, to understand MES capabilities. Apply this knowledge to implement innovative solutions and benchmark existing solutions against industry standards to enhance efficiency and effectiveness. Possess knowledge in the administration and development of business reports using tools such as QlikSense and Business Objects (BO). Create and manage reports that provide 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>valuable insights to support decision-making in manufacturing.</p> <ul style="list-style-type: none"> Engage with Production, Operation, Engineering & Quality users to gather and thoroughly document system requirements. Act as the liaison between business stakeholders and project team members to ensure that system functionality aligns with business needs. Conduct IT internal audits, including those related to manufacturing systems, to evaluate and improve the effectiveness, security, and compliance of IT systems and processes within the organization in accordance with ISO 13485. Possess knowledge and experience in integrating global, local, and middleware solutions for connected software applications, with a particular emphasis on those used in manufacturing. These systems may include Enterprise Resource Planning (ERP) systems like SAP, Product Lifecycle Management (PLM) systems, Business Intelligence reporting tools, and machine interfaces/automation solutions. Open to exploring new technologies such as Artificial Intelligence, Machine Learning, Deep Learning, Big Data, and Data Science. 	
Equipment Engineer II (Software Developer)	<ul style="list-style-type: none"> Bachelor's degree/Diploma in Software Engineering/Computer Science or programming-centric field of study Degree holders: at least 2 years of relevant working experience in manufacturing industry 	<ul style="list-style-type: none"> Responsible to provide technical support for production operations in meeting output and quality. This includes hardware/software intergration and development. His/her expertise will also be required to set up required hardware/software systems for production operations. 	<ul style="list-style-type: none"> 830am - 5pm Kallang Way

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Diploma holder or equivalent: At least 8 years of relevant working experience in manufacturing industry Prior working experience in medical devices industry is preferable Broad positioning (hardware/software integration) with good knowledge of machine to MES interface technologies (e.g. OPC-UA) and software programming (e.g. C#, java) 	<ul style="list-style-type: none"> Support projects on new topics and drive them forward in the dynamic environment of digitalisation, maintain and implements high quality program changes, applying IT development standards and practices. Ability to ensure creative and innovative solutions in the area of system development with a focus on electrical engineering, robotics, software and digitalisation. Focused performer with a solution-oriented and communicative approach with the respective partners and internal customers for timely and efficient solutions. Day-to-day duties to troubleshoot and resolve system issues to ensure operations is not disrupted. 	
R&D Engineer II (Software Development)	<ul style="list-style-type: none"> Masters/Bachelor's degree in Electrical or Electronics / Communication Engineering with 5 years' experience in Software Development Experience in writing verification plans, test cases, defects reports, executing and managing test cases. Software test development experience with programming and scripting languages (C#, Type Script, shell script preferred) Strong technical ability and knowledge of test instrumentation devices such as signal generators, oscilloscopes, spectrum analyzers and power meters Advanced understanding of statistical data analysis, design margin principles, analog and 	<ul style="list-style-type: none"> The R&D Engineer II (Software Development), CRM is reporting to the R&D Process Development Lead. He/She is responsible for the design, development, maintenance and improvement of automated machines and test equipment including the integration with middleware and MES. He/She is responsible for supporting new product development projects, establishing new automation and / or software applications and improving existing processes with the focus of manufacturability and automation. He/She is responsible for effectively developing and qualifying of new processes and applications including creation of specifications, qualification plans and execution of the respective qualification. The R&D Engineer II (Software Development), CRM maintains effective communication with the other 	<ul style="list-style-type: none"> 830am - 5pm Kallang Way

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>digital measurement techniques, schematic capture skills and manufacturing processes</p> <ul style="list-style-type: none"> • Familiar with serial communication protocols and hardware-CAN, SPI, Ethernet, HERMES • Familiar with SMEMA/SECS/GEM/O PC-UA • Familiar with continuous testing, and related tools such as Jenkins or GitHub • In-dept working experience in CE/FDA regulated industries will be an advantage. • Experience in high-volume, high-tech manufacturing environment. • Experience working with a quality and design-controlled environment i.e ISO 13485/GMP will be an advantage. • Expertise in the development of medical products and approval process is preferred. • Project Management Experience preferred. 	<p>R&D groups, the Operations CRM team, Quality department, Senior Management and other stakeholders.</p> <ul style="list-style-type: none"> • In view of the new process development activity, we would require the shortlisted candidates to be in Berlin, Germany for up to 1 Year. • Work as part of agile teams to design, implement, and verify the equipment control/test software. • Develop end to end automated machine, middleware, and MES integration/verification. • Develop, maintain, and enhance automated test framework, tools, and tester. • Documentation of requirements and coordination of enhancements in the assigned area. Involved in drafting of functional specifications and detailed design specifications. • Lead and/or participate in cross-functional teams to support development/test projects. 	
Buyer	<ul style="list-style-type: none"> • Diploma in Business, Engineering or other relevant discipline with a focus on Procurement along with 3-5 years relevant experience. • At least 5 years of relevant work experience in a buyer or procurement or purchasing role in a technically-oriented manufacturing or Supply Chain environment. • Preferably in a medical devices or 	<ul style="list-style-type: none"> • Responsible to achieve best possible cost savings while ensuring the most beneficial supply base for the company. The Buyer supports all purchasing activities within the organization. This includes the strategic relationship, the contracting, performance review and improvement of the supply base. • Handle full set of purchasing process (Sourcing, RFQ, negotiation, shipping & follow up on deliveries • Responsible of documentation on purchasing activities 	<ul style="list-style-type: none"> • 830am - 5pm • Kallang Way

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	pharmaceutical manufacturing environment <ul style="list-style-type: none"> • Must have knowledge in SAP MM Modules • Strong analytical and problem solving skills with a data driven approach to decision making • Strong understanding of cost analysis and cost reduction methodologies • Proficient in MS Office and functional aspects of SAP MM and e-Purchasing tools 	(Purchasing database maintenance, matching and submission of PO/DN/Invoice to Finance) <ul style="list-style-type: none"> • Negotiates quantities, prices, delivery times, terms and conditions of delivery and payment and contractual terms • Identifies and realizes cost savings opportunities • Follows standard purchasing business processes • Develops methods of business simplification for the procurement function • Review inventory level on regular basis • Gathering of entries in the ERP system as well as creating, maintaining and updating ERP master data for suppliers, services and materials • Collaborate with Corporate Category Managers • Support annual stock count 	
R&D Technician	<ul style="list-style-type: none"> • Higher NITEC or Diploma in any Engineering discipline • At least 1 year of relevant experiences, preferably in medical device industry or high volume production industry • Prior technical experience in Electronics/Manufacturing environment including automation will be an added advantage • Meticulous, responsible, flexible, independent and customer oriented • Experience working in project environment with good problem-solving skills 	<ul style="list-style-type: none"> • Provide technical support for product and process development during the R&D Project. This includes generating prototypes and concepts for products and processes, documentation and support transfer to manufacturing. Further, the R&D Technician will support the Operation Team in required training activities to ensure the process will be correctly operated. • Provide first level technical support and generate ideas to the R&D project for product design solutions and process possibilities and equipment options • Support the product development and its verification testing • Conduct building of test samples and feedbacks to the engineers about possible product and process improvements 	<ul style="list-style-type: none"> • 830am - 5pm • Kallang Way

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Support the development of processes and its capability testing Document and report all activities according to the quality system Ensure R&D lab and work stations are in excellent housekeeping conditions Train and educate operators, technicians and other engineers Support operator training 	
R&D Senior Engineer (Process Development)	<ul style="list-style-type: none"> Bachelor's Degree in Mechanical or Industrial Engineering, Material Sciences or equivalent At least 5 years of relevant work experience in process development, manufacturing and process engineering management preferable in the medical devices industry At least 2 years of relevant work experience in the medical device industry Experience in laser welding, automation, and dispensing systems including installation qualification (IQ) and operation qualification (OQ) Experience in high volume manufacturing and assembly processes and improvement methods Experience in automation and digitalization Experience with manufacturing processes of thermoplastic polymers, silicon and metals Experiences in analytic methods of these materials 	<ul style="list-style-type: none"> Overseas daily operations and tasks of the R&D Process Development Group and is supporting the Process Development Lead Leading of internal process development projects to improve existing processes Collaboration with external suppliers for process and software developing Lead external suppliers to provide automatic concepts and software solutions Research, develop, qualify and integrate new technologies, processes and materials through the understanding and utilization of extensive technical knowledge on the basis of specification in compliance with the external standards, internal rules, design rules and internal requirements (ie. production, economic or qualitative requirements) and project plan. Develop new manufacturing processes with focus on automation and AOI for new product development activities Advise the process development team to develop new manufacturing processes with focus on automation and AOI for new product development activities Develop internal technical capabilities and expertise related to manufacturing and 	<ul style="list-style-type: none"> 830am - 5pm Kallang Way

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Experience working within a quality and design controlled environment ie. ISO 13485/GMP will be an advantage • Strong attitude for hands-on engineering testing and experimentation in a lab environment • Expertise in the development of medical products and approval process is preferred • Knowledge in the verification and validation of processes and medical devices 	<p>technology for automated assembly</p> <ul style="list-style-type: none"> • Design and conduct experiments to demonstrate process feasibility and to establish essential engineering parameters for manufacturing processes with excellent process capabilities • Develop basic design data, define operating conditions and critical limits, and establish safety and quality parameters for manufacturing process through scale up and modeling of unit operations • Ensure quality in product's design and it's processes for usability, reliability, functionality, capability, marketability and manufacturability • Execute and document analytical evaluation of the materials and components. Analyze and interpret experiment and manufacturing process data of the materials and components • Analyze data using statistical techniques and communicate results to a cross-functional team • Utilize technical expertise to design and develop complex new test methods and equipment • Collaborate with operation team to develop design criteria for new product and new technology transfer from R&D stage to production • Execute risk assessment of the product, the product components and the manufacturing processes in collaboration with Product Development, Operations and Quality Department. • Define the technical requirements for suppliers. Sourcing for suppliers for special requirements. Provide technical support to suppliers as and when required 	

#3 BNL Services

BNL is an integrated environmental services company providing cleaning, landscaping and waste management services around Singapore. Come be part of our family! Beautiful Spaces, Happy Communities.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Outdoor Cleaner	<ul style="list-style-type: none"> • Experience: Prior experience in commercial cleaning or janitorial work preferred. • Strong attention to detail and commitment to maintaining high standards of cleanliness. • Ability to work independently and follow established cleaning protocols. • Good communication skills and customer service orientation. • Physical Requirements: • Ability to lift and carry up to 25 pounds. 	<ul style="list-style-type: none"> • Perform cleaning on the premises as directed by your supervisor • Maintain cleanliness of assigned areas • Sweep and vacuum the floor or carpets in the assigned area • Wash and maintain the cleanliness of the surroundings and toilets • Wipe table tops, shelves and partitions of assigned areas • Empty waste bins • Any other duties as assigned. 	<ul style="list-style-type: none"> • 7am-3pm (NSRCC) • 7am-4pm (ESR Bizpark@Chai Chee) • 7am-4pm (Jurong Lake Garden)
Restroom Cleaner (Part Time)	<ul style="list-style-type: none"> • Experience: Prior experience in commercial cleaning or janitorial work preferred. • Strong attention to detail and commitment to maintaining high standards of cleanliness. • Ability to work independently and follow established cleaning protocols. • Good communication skills and customer service orientation. • Physical Requirement: Ability to lift and carry up to 25 pounds. 	<ul style="list-style-type: none"> - Daily Cleaning Tasks - Clean and disinfect all restroom surfaces, including sinks, toilets, urinals, mirrors, and countertops. - Sweep and mop restroom floors. - Empty and sanitize trash receptacles. - Restock restroom supplies such as soap, paper towels, toilet paper, and feminine hygiene products. - Periodic Deep Cleaning: - Perform deep cleaning of restroom facilities on a scheduled basis, including tile grout cleaning, floor polishing, and other tasks as needed. 	<ul style="list-style-type: none"> • 7am-4am/21 & 23 Ubi Road 1, S(408724/408725)

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Ability to stand, walk, bend and reach for extended periods. • Ability to operate cleaning equipment and tools. 	<ul style="list-style-type: none"> - Use specialized cleaning equipment and chemicals for deep cleaning purposes. - Inspection and Maintenance - Regularly inspect restrooms to ensure they meet cleanliness standards. - Report any maintenance issues such as leaks, broken fixtures, or other damages to the Facilities Supervisor. - Ensure that all restroom fixtures are in good working order. • Health and Safety Compliance: <ul style="list-style-type: none"> - Follow all health and safety regulations and guidelines. - Use personal protective equipment (PPE) as required. - Ensure safe handling and storage of cleaning chemicals. • Customer Service: <ul style="list-style-type: none"> - Respond promptly and courteously to any restroom- related complaints or request from building occupants. - Maintain positive and professional demeanor when interacting with users of the facilities. • Record Keeping: <ul style="list-style-type: none"> - Maintain logs of cleaning activities and supply usage. - Report inventory levels of cleaning supplies to the Facilities Supervisor to ensure timely restocking. 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Restroom Cleaner(Full Time)	<ul style="list-style-type: none"> • Experience: Prior experience in commercial cleaning or janitorial work preferred. • Strong attention to detail and commitment to maintaining high standards of cleanliness. • Ability to work independently and follow established cleaning protocols. • Good communication skills and customer service orientation. • Ability to lift and carry up to 25 pounds. • Ability to stand, walk, bend, and reach for extended periods. • Ability to operate cleaning equipment and tools 	<ul style="list-style-type: none"> • Restroom cleaning and maintenance. • Replenishing toiletries. • Clearing of rubbish. • Report and record for repairs and replacements encountered if any. • Spot cleaning when required. 	<ul style="list-style-type: none"> • 8am-5pm/ Various locations • 8am-5am/Garden by the Bay/Singapore Flyer • 2pm-11pm/Garden By the Bay/Singapore Flyer • 7am-4pm/ESR Bizlink@Chai Chee/Jurong Lake Garden/Robinson Road
Indoor cleaner	<ul style="list-style-type: none"> • Experience: Prior experience in commercial cleaning or janitorial work preferred. • Strong attention to detail and commitment to maintaining high standards of cleanliness. • Ability to work independently and follow established cleaning protocols. • Good communication skills and customer service orientation. • Ability to lift and carry up to 25 pounds. • Ability to operate cleaning equipment and tools. 	<ul style="list-style-type: none"> • Perform cleaning on the premises as directed by your supervisor • Maintain cleanliness of assigned areas • Sweep and vacuum the floor or carpets in the assigned area • Wash and maintain the cleanliness of the surroundings and toilets • Wipe table tops, shelves and partitions of assigned areas • Empty waste bins • Any other duties as assigned. 	<ul style="list-style-type: none"> • 8am- 5pm /Various locations • 8am-5pm/ (Garden By The bay/Singapore Flyer) • 2pm-11pm/(Garden By The Bay/Singapore Flyer) • 7am-3pm/NSRCC • 7am-4pm/(Chai Chee /Robinson Road)

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Cleaning Machine Operator	<ul style="list-style-type: none"> Ability to operate and maintain cleaning machines. Ability to read and understand operating instructions. Ability to work with a team and independently. Good communication skills. Attention to detail. 	<ul style="list-style-type: none"> Responsible for operating and maintaining cleaning machines used to clean and sanitise a variety of surfaces. Monitor the machines during the cleaning process, adjust settings as needed, and maintain accurate records of operations. 	<ul style="list-style-type: none"> Shift 7am-4pm/8am-5pm/Various locations
Dishwasher	<ul style="list-style-type: none"> Ability to lift heavy load. Monitoring dishwashing for proper operation 	<ul style="list-style-type: none"> Rinse and load dishes and utensils into the dish machines, clean dish machine and empty trash container regularly. 	<ul style="list-style-type: none"> Shift 6am-6pm/8am-8pm/11am-11pm/8pm-8am/10pm-10am Various locations

#4 FairPrice Group

FairPrice Group was established in 2019 through the formation of four entities comprising NTUC FairPrice, NTUC Foodfare, Kopitiam, and NTUC Link, with the purpose of making life better for all and to fulfil a vision of being a leader in everything food. FairPrice Group looks to optimise the resources of all four social enterprises and leverage their respective strengths to put customers first, provide better value for all and to make everything about food easy.

With an extensive network of close to 570 touchpoints, FairPrice Group seeks to provide an integrated array of products and services, from groceries, ready-to-cook, and ready-to-eat offerings, to on-premise meals, food take-aways, and a rewards programme that delivers personalised and delightful experiences.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Kitchen Assistant - Bakery (Senoko)	<ul style="list-style-type: none"> Candidate should have at least two years of relevant bread making and pastries experiences 	<ul style="list-style-type: none"> Responsible for the daily production of bread, buns, cakes, puffs, pie, pizza and muffins. Prepare dough for the bakery production. Cook fillings and prepare ganache. Ensure that the kitchen and workstations adhere to all company policies, procedures and standards. Any other job duties as assigned by the superior. 	<ul style="list-style-type: none"> 6am-3.30pm/ 7am-4.30pm/ 8am-5.30pm/ 9am-6.30pm/ 10 Senoko Way, Singapore 758031
Senior Chef De Partie - Bakery	<ul style="list-style-type: none"> Minimum 2-year experience in pastry (production line) Attained FHC 	<ul style="list-style-type: none"> Supervise Food processing workers to ensure food preparation is up to standard. Manage day-to-day functioning of the productions efficiently and effectively. 	<ul style="list-style-type: none"> 6am-3.30pm/ 7am-4.30pm/ 8am-5.30pm/ 9am-6.30pm/ 10 Senoko Way, Singapore 758031

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Assign and delegate jobs to respective processing workers. Uphold consistent quality and its efficient production output minimize production resources wastage. Rein in operating costs for production resources on materials/ingredients used Initiate production cost-saving and labour productivity to enhance business competitiveness. Ensure compliance to statutory food safety and hygiene requirements Ensure on-time production and optimum labour utilisation Any other duties as assigned by the manager from time to time. 	
Chef De Partie / Junior Sous Chef - Orchid Country Club	<ul style="list-style-type: none"> More than 2 years of cook experience and ability to manage team member Possess excellent communication skills, knowledge of HACCP and inventory management Able to carry heavy load when required 	<ul style="list-style-type: none"> All preparation and cooking based on daily production schedule. Bulk cooking in central kitchen environment. To ensure all packing room activity are as planned and follow. To ensure quality of preparations, cooking and packing meet the standard and maintain proper consistency in food quality set by management. To ensure required workplace safety, food handling and hygiene standards are followed. Maintain a clean and organized production area Check that quantity and quality of finish goods are proper planned and done based on production schedule. Check that quantity and quality of raw material ordered are received and stored in proper condition 	<ul style="list-style-type: none"> 5am - 1/2pm Orchid Country Club
Junior Sous Chef - Jurong West Nursing Home	<ul style="list-style-type: none"> Certificate in culinary skills with at least 2 years of related experience in 	<ul style="list-style-type: none"> Responsible for the daily operations of the kitchen and food quality with proper housekeeping and high 	<ul style="list-style-type: none"> 5am - 1/2pm 50 Jurong West Street 93, Singapore 648967

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	hospital/nursing sector. <ul style="list-style-type: none"> Excellent organizational, supervisory and people management skills. 	standard of cleanliness and hygiene always maintained. <ul style="list-style-type: none"> Train and supervise kitchen staff including roaster planning. Good management of food cost and food wastage. Regularly review menu with good understanding of consumers' preference and taste. Ensure that the kitchen and banquet adhere to all company policies, procedures and standards. Any other job duties as assigned by the superior. 	
Cook - St Andrew	<ul style="list-style-type: none"> Knowledge, Skills & Abilities Required: Minimum 1 year of working experience in kitchen (Mass cooking) 	<ul style="list-style-type: none"> Assist Sous Chef/ Junior Sous Chef with the kitchen work. Preparation and cooking food according to assigned menus. Sorting, storing and distributing ingredients. Ensure high standard of cleanliness and hygiene maintained in the kitchen at all times. Any other job duties as assigned by the superior. 	<ul style="list-style-type: none"> 5am - 1/2pm 8 Simei St 3, Singapore 529895
Chef De Partie - St Andrew	<ul style="list-style-type: none"> More than 2 years of cook experience and ability to manage team member Possess excellent communication skills, knowledge of HACCP and inventory management Able to carry heavy load when required 	<ul style="list-style-type: none"> All preparation and cooking based on daily production schedule. Bulk cooking in central kitchen environment. To ensure all packing room activity are as planned and follow. To ensure quality of preparations, cooking and packing meet the standard and maintain proper consistency in food quality set by management. To ensure required workplace safety, food handling and hygiene standards are followed. Maintain a clean and organized production area Check that quantity and quality of finish goods are proper planned and done based on production schedule. 	<ul style="list-style-type: none"> 5am - 1/2pm 8 Simei St 3, Singapore 529895

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Check that quantity and quality of raw material ordered are received and stored in proper condition 	
Kopitiam - Service Crew (Culinary)	<ul style="list-style-type: none"> Able to stand long hours Able to work rotating shifts 	<ul style="list-style-type: none"> Prepare basic, washing, peeling, chopping and cutting raw items Rearrange walk chiller and freezer raw materials based on FIFO Conduct pre-cooking checks on raw materials Prepare raw materials for the next meal To ensure all raw materials are labelled and dated Make cordial drinks if required Provide quality service if serving is required Collect food samples Adhering to kitchen's food handling Standard Operating Procedure Ensure the kitchen surrounding areas are cleaned properly Handles all equipment and utensils the proper way and clean as you go Track, record and replenish inventory as needed Suggest improvement activities across workstations Other work scope as required by business needs 	<ul style="list-style-type: none"> 8 hours rotating shifts/ Island wide
Kopitiam - Service Crew (Full Time)	<ul style="list-style-type: none"> Able to stand long hours Able to work rotating shifts 	<ul style="list-style-type: none"> Responsible for the preparation of food and drinks such as set meals, desserts, cutting of fruits Deliver high standard of Customer Service during order taking, cashiering, food presenting etc Serve customers with smiles and well prepared food Maintain the right stock levels before peak periods 	<ul style="list-style-type: none"> 8 hours rotating shifts/ Island wide
Kopitiam - Service Crew (Part Time)	<ul style="list-style-type: none"> Able to stand long hours Able to work rotating shifts 	<ul style="list-style-type: none"> Responsible for the preparation of food and drinks such as set meals, desserts, cutting of fruits Deliver high standard of Customer Service during order taking, cashiering, food presenting etc 	<ul style="list-style-type: none"> 5-6 hours Rotating Shifts/ Island wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> • Serve customers with smiles and well-prepared food • Maintain the right stock levels before peak periods 	
Outlet Manager	<ul style="list-style-type: none"> • Food Hygiene cert. • Processes excellent communication and interpersonal skills. • Resourceful and ability to work under pressure. • PC proficiency in MS Words and Excel. 	<ul style="list-style-type: none"> • Manage and ensure smooth operation of food court. • Ability to lead and set directions as well as provide guidelines to the operation team according to company SOPs and operational work flows. • Provide development plans to team members in accordance to company's KPI. • Identify relevant courses for the team members. • Monitor the outlet's Profit and Loss and provide solutions to improve bottom line. • Propose activities according to market needs. • Provide yearly sales budget proposal for the outlet. • Maintain good working relationships with landlord, relevant authorities/ agencies, licensees and sub-contractors. • Assist inspectors of relevant authorities/ agencies such as NEA, MUIS and Civil Defense during outlet inspection and follow-up actions. • Liaise with landlords on building matters, joint promotions and events. • In-charge for lease renewal agreement, negotiate and follow-up on terms of lease with licensees. • Responsible in sourcing and recommending suitable food type to fill up vacant stall. • Conduct regular checks on food quality and provide feedbacks to licensees. • Ensure selling prices of stalls accordingly to licensee agreements. • Assess and provide evaluation of sub-contractors' performance. • Supervise and provide guidance to licensees and 	<ul style="list-style-type: none"> • 8 hours rotating shift/ Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		cleaning contractors to provide high quality of service and achieve housekeeping excellence. <ul style="list-style-type: none"> To plan and carry out M&E works according to schedule. 	
Outlet Executive	<ul style="list-style-type: none"> Preferably someone with diploma in F&B, supply chain or related courses. Is fluent in English and one other local language. Basic computer literacy including MS Word and Excel. Possess good knowledge of WSHA, HACCP & MUIS regulations. Hands-on with good problem-solving skills relating to food court operations and customer issues. Ability to foster positive working relationships. Preferably someone with at least 1-3 years in a supervisory role. Experience working in F&B sector is a plus 	<ul style="list-style-type: none"> Direct and manage retail stalls according to company SOPs and regulatory requirements Mentor and supervise service staff on food handling, service conduct, and compliance to standards Required to prepare meals such as toast making and hot foods based on the company's SOPs. Preparation of hot and cold beverages from scratch and premix. Advice on operational needs and service consistency Manage retail/food stalls according to budget with responsibility in creating and executing plans to sustain profitability Monitor sales and provide monthly sales reports with recommendations for business reviews with management Handle cashiering duties, customers' complaints and operational issues Other work scope as required by business needs 	<ul style="list-style-type: none"> 8 hours rotating shift/ Island Wide
CCYYY - Service Crew (Culinary)	<ul style="list-style-type: none"> Minimum 2 years of relevant experience in the F&B Industry Good knowledge of stock inventory and people management Initiate potential cost savings in waste management and food cost Able to multi-task and have basic equipment maintenance knowledge. Experience in managing staff duty roster/planning Good organization skills 	<ul style="list-style-type: none"> Responsible for all Counter Sales Assistant duties and all operations matters Monitor staff performance and upholds disciplinary standard within the team Conduct on-the-job training for new joiners Participate and provide input for staff performance appraisals Provide support in team planning- scheduling and rostering Possess strong product knowledge and model excellent customer service Put in continuous effort& to motivate the team to deliver 	<ul style="list-style-type: none"> 8 hours rotating shift/ Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Having a basic food hygiene certificate is an added advantage or hygiene training will be provided 	<p>great service to customers and meet revenue target</p> <ul style="list-style-type: none"> Prepare periodic stock take such as month-end stock take and stock ordering Appointed key holder role during store opening and closing and the duty supervisor on shift Manage and maintain the housekeeping for working station & area/storeroom Other administrative duties when assigned 	
Heavenly Wang - Service Crew (Full Time)	<ul style="list-style-type: none"> Able to stand long hours Able to work rotating shifts 	<ul style="list-style-type: none"> Basic Food Preparation and Service Greet customers with a smile and provide excellent customer service Prepare food according to specifications and required standards Know the menu and promotions very well, upselling products actively Use equipment/tools (e.g. POS/ Panda-Grab delivery devices / Nets, Credit card terminal) Food Safety, Hygiene and Safe Work Environment <ul style="list-style-type: none"> Observe all food safety regulations by wearing gloves, face mask, hair net, and safety boots when handling food Practice personal grooming and hygiene (e.g. clean uniform, short nails, tied-up hair) Maintain cleanliness and working condition of the kitchen, equipment, crockery and utensils 	<ul style="list-style-type: none"> 8 hours rotating shift/ Islandwide
Heavenly Wang - Service Crew (Part Time)	<ul style="list-style-type: none"> Able to stand long hours 	<ul style="list-style-type: none"> Basic Food Preparation and Service Greet customers with a smile and provide excellent customer service Prepare food according to specifications and required standards Know the menu and promotions very well, upselling products actively 	<ul style="list-style-type: none"> 6 hours shift/ Island wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> • Use equipment/tools (e.g. POS/ Panda-Grab delivery devices / Nets, Credit card terminal) • Food Safety, Hygiene and Safe Work Environment <ul style="list-style-type: none"> - Observe all food safety regulations by wearing gloves, face mask, hair net, and safety boots when handling food - Practice personal grooming and hygiene (e.g. clean uniform, short nails, tied-up hair) - Maintain cleanliness and working condition of the kitchen, equipment, crockery and utensils 	
Cook (Shi Hui Yuan)	<ul style="list-style-type: none"> • Possess Basic Food Safety & Hygiene Certification • Work in F&B operations with at least 1-year relevant experience preferred 	<ul style="list-style-type: none"> • Food Preparation • Prepare food ingredients & meals as directed • Perform frying, braising and blanching of food ingredients • Observe strictly & to enforce food safety & hygiene practices • Set-up relevant stations for service hours • Communicate with expeditor/cashier on finished product <ul style="list-style-type: none"> - Able to work independently during preparation hours • Quality Assurance <ul style="list-style-type: none"> - Adhere to prescribe menu & serving guidelines such as food portioning & presentation - Ensure the food quality standard for dine-in, delivery and take-away (or pick-up) are consistent and of the highest serving quality - Adhere strictly to food safety & hygiene practices and support kitchen equipment cleaning and maintenance • Service <ul style="list-style-type: none"> - Take food orders from customers accurately - Key in customer's orders into POS - Engage with customers in a friendly manner 	<ul style="list-style-type: none"> • 6.30am to 4.30pm and 9.30am to 7.30pm (rotating shift) /Queenstown

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> - Good knowledge of the menu with the ability to make suggestions - Ensure customer receives their meals and take action to correct any issues - Collect payments or proceeds from customers <p>*some tasks are NA for Cloud Kitchen operations</p>	
Retail Assistant – FairPrice (Full Time)	<ul style="list-style-type: none"> • Ability to read and understand product labels • Able to work on rotating shifts, weekends and public holidays • Service-oriented and a team player • Able to carry heavy load of 10KG and climb ladders for stock replenishment 	<ul style="list-style-type: none"> • You are responsible for stacking, displaying and replenishment of products on the shelves, as well as monitoring expiry dates and shelf lives of products. • Provide prompt, helpful and courteous service to customers at all times. Ad-hoc duties will be given as well. 	<ul style="list-style-type: none"> • Rotating Shifts (7am-3pm and 3pm-11pm)/ Island Wide
Retail Assistant – FairPrice (Part Time)	<ul style="list-style-type: none"> • Ability to read and understand product labels • Able to work on rotating shifts, weekends and public holidays • Service-oriented and a team player • Able to carry heavy load of 10KG and climb ladders for stock replenishment 	<ul style="list-style-type: none"> • You are responsible for stacking, displaying and replenishment of products on the shelves, as well as monitoring expiry dates and shelf lives of products. • Assist in the loading and unloading of goods, maintain neat and systematic storing of products and perform daily housekeeping. • Provide prompt, helpful and courteous service to customers at all times. Ad-hoc duties will be given as well. 	<ul style="list-style-type: none"> • Minimum 4hrs per day • Flexible shifts between 7am-11pm • Island Wide
Cashier – FairPrice(Full Time)	<ul style="list-style-type: none"> • Ability to read and understand product labels • Able to work on rotating shifts, weekends and public holidays • Service-oriented and a team player • Able to carry heavy load of 10KG and climb ladders for stock replenishment 	<ul style="list-style-type: none"> • You are responsible for operating the POS cash register, handle various types of payments and perform packing for customer purchases. • Provide prompt, helpful and courteous service to customers always. • Perform stacking, display and replenishment of products on the shelves when required. • Ad-hoc duties will be given as well. 	<ul style="list-style-type: none"> • Rotating Shifts (7am-3pm and 3pm-11pm) • Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Cashier – FairPrice(Part Time)	<ul style="list-style-type: none"> Ability to read and understand product labels Able to work on rotating shifts, weekends and public holidays Service-oriented and a team player Able to carry heavy load of 10KG and climb ladders for stock replenishment 	<ul style="list-style-type: none"> You are responsible for operating the POS cash register, handle various types of payments and perform packing for customer purchases. Provide prompt, helpful and courteous service to customers always. Perform stacking, display and replenishment of products on the shelves when required. Ad-hoc duties will be given as well. 	<ul style="list-style-type: none"> Minimum 4hrs per day Flexible shifts between 7am-11pm Island Wide
Skilled Cutter	<ul style="list-style-type: none"> Ability to read and understand product labels Able to work on rotating shifts, weekends and public holidays Service-oriented and a team player Able to carry heavy load of 10KG and climb ladders for stock replenishment 	<ul style="list-style-type: none"> Responsible for cutting meat, fish and handling merchandise of meat and seafood items. Monitor and maintain freshness and quality of items, as well as perform housekeeping and ensure cleanliness of your work area in accordance to safety procedures and standards of hygiene. Ad-hoc duties will be given as well. 	<ul style="list-style-type: none"> Rotating Shifts (7am-3pm and 3pm-11pm) Island Wide
Retail Supervisor	<ul style="list-style-type: none"> Diploma/ GCE 'A' level/ Higher NITEC/ GCE 'O' level with minimum 2 years' of retail experience Independent, meticulous and team player with good leadership skills Hands-on person and service-oriented Proficient in Microsoft Office Familiar with smartphones Must be able to work 6-day work week, rotating shifts, weekends and public holidays 	<ul style="list-style-type: none"> You are responsible for sales and profits for your category of products. Inventory management, Maintaining housekeeping and merchandising standards Product planning and allocation according to sales and customer demands. Supervise and train a team of Retail Assistants in ensuring the smooth running of daily operations 	<ul style="list-style-type: none"> Rotating Shifts (7am-3pm and 3pm-11pm) Island Wide
Retail Assistant (Picking)	<ul style="list-style-type: none"> Ability to read and understand product labels Able to work on rotating shifts, weekends and public holidays 	<ul style="list-style-type: none"> Stacking, displaying and replenishment of products on the shelves, as well as monitoring expiry dates and shelf lives of products. Assist in the loading and unloading of goods, maintain 	<ul style="list-style-type: none"> Rotating Shifts (7am-3pm and 3pm-11pm) Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Service-oriented and a team player Able to carry heavy load of 10KG and climb ladders for stock replenishment 	<ul style="list-style-type: none"> neat and systematic storing of products and perform daily housekeeping. Provide prompt, helpful and courteous service to customers at all times. Ad-hoc duties will be given as well. 	
Online Fulfilment Supervisor	<ul style="list-style-type: none"> Diploma/ GCE 'A' level/ Higher NITEC/ GCE 'O' level with minimum 2 years' of retail experience Independent, meticulous and team player with good leadership skills Hands-on person and service-oriented Proficient in Microsoft Office Familiar with smartphones Must be able to work 6-day work week, rotating shifts, weekends and public holidays 	<ul style="list-style-type: none"> Ensuring online grocery orders are processed accurately and deliver on-time. The job tasks include inventory management, maintaining pick, pack and delivery standards. Attend to order-related enquiries by customers. Supervise and train a team of Grocery Shoppers in ensuring the smooth running of daily operations and manpower rostering. 	<ul style="list-style-type: none"> Rotating Shifts (7am-3pm and 3pm-11pm) Island Wide
Full Time Retail Assistant (Islandwide) - Cheers	<ul style="list-style-type: none"> Above minimum legal age of 21 years old for handling the sale and supply of tobacco and alcohol products Customer-oriented Able to speak English to service English-speaking customers Able to carry loads up to 10kg Able to commit 6 days a week (FT) and 4 days a week (PT) - including weekends and public holidays Able to commit at least 2 rotating shifts 	<ul style="list-style-type: none"> Responsible for stacking, displaying, and replenishment of products on the shelves, as well as monitoring expiry dates and shelf lives of products. To assist in the loading and unloading of goods, maintain neat and systematic storing of products. Perform daily housekeeping. Perform cashiering duties (AXS Payment, Prepaid top up, Parcel Services, Handling the sales of alcohol & tobacco products & etc.) Other duties as assigned (if any) 	<ul style="list-style-type: none"> Rotating Shifts (7am-3pm and 3pm-11pm) Island Wide
Warehouse Assistant	<ul style="list-style-type: none"> To comply to SWP and proper housekeeping To work closely with superior and expedite picking speed 	<ul style="list-style-type: none"> To undergo training of the necessary MHE (Forklift, RC, PED) to assist with the picking activities To undergo training of using technology (RF gun) to assist with picking activities 	<ul style="list-style-type: none"> Shifts between 7am - 9:30pm Multiple Location

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> To achieve minimum picking productivity based on target set Remove of damage items and report to ICs on damage items Handle all groceries items with care 	<ul style="list-style-type: none"> To remove damaged items from pick locations To be able to work in a fast pace environment To ensure workplace safety and housekeeping Carry 10-20kg and withstand walking/standing while performing task at hand 	
Technician	<ul style="list-style-type: none"> Minimum Diploma in Electrical/Mechanical or Nitec with 3-5 years working experience in warehouse automation Can communication in English orally, written is a plus Strong knowledge of automation systems, including PLC (Programmable Logic Controller), HMI (Human-Machine Interfaces), SCADA (Supervisory Control and Data Acquisition), and robotic systems is a plus Proficient in reading and interpreting electrical and mechanical schematics, diagrams, and technical documentation Able work on night shift 	<ul style="list-style-type: none"> The incumbent will provide shift support in the servicing and maintenance of the Automated Equipment in the Company via preventive and corrective maintenance activities. A a problem solver equipped with the required technical knowledge and skills. Carry out maintenance of the Electrical and Mechanical Equipment, Start-up, Shutdown and operation activities Provide Technical Support to operation to meet production schedule Carry out stockkeeping of spare parts and housekeeping duties Assist in the installation and testing of new automation equipment Maintain records of regular maintenance and repair work. Adhere to safety and quality regulations at all times. Assist in developing maintenance procedures and ensure implementation. 	<ul style="list-style-type: none"> 7:30am - 5:03pm (will move to rotating shifts in future) Sunview Road Singapore 627618
Facilities Technician	<ul style="list-style-type: none"> Possess a Singapore Class 3 license will be an added advantage. Minimum Nitec / NTC 2 or 3 certificates in Electrical, Mechanical or Electronic field. Minimum 1 year of experience as a Facilities Technician or related working experience in the related field; with 	<ul style="list-style-type: none"> Collect the spare parts from the warehouse store based on the daily job indicated on the tablet. Troubleshoot and resolve issues on malfunctioned HVAC systems. Wash and clean all dismantled parts to improve efficiency and air quality. Refill refrigerants by replenishing and fixing leaks as needed. 	<ul style="list-style-type: none"> Rotating Shifts Sunview Road Singapore 627618

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	maintenance experience in HVAC, refrigeration & M&E systems. <ul style="list-style-type: none"> • Positive attitude, good interpersonal & customer-centric skills. • Experience in air-conditioning repair & maintenance. 	<ul style="list-style-type: none"> • Communicate with clients with regards to problems in equipment and post-jobs reports. • Ensure safe-keeping of hand tools and maintain good housekeeping. • Must wear personal protective equipment (PPE) when necessary (e.g. goggles, earplugs, respirators, safety harnesses, safety shoes, helmets, sunscreen). • Ensure all works are carried out safely in accordance with safety procedures and practicing of Workplace Safety and Health (WSH) Act. • Provide technical advice and assistance on all maintenance functions. • Prepare service reports after every completed job for customer's endorsement. • Handle any ad-hoc projects and duties assigned by reporting manager and/or management. 	

#5 GE Aerospace

Providing our aviation customers with the most technologically advanced and productive engines, systems and services for their success. Singapore has two repair facilities located in Loyang Industrial Park and one new make facility located in Seletar Aerospace Park. With over 2,000 employees working in our three facilities, we repair, refurbish and manufacture high and low-pressure components for more than 100 aircraft engine customers around the world with excellent turnaround time and quality.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Component Repair Technician (V&D Inspector)	<ul style="list-style-type: none"> • Diploma in Mechanical/Precision/Manufacturing Engineering • Basic command of written and spoken English 	<ul style="list-style-type: none"> • You will perform visual and dimensional inspection to written quality plans on incoming in-process and finished engine components • Essential Responsibilities • Ensure quality of parts meet specification requirements • Ensure proper work clearance, correctness and completeness • Prevent non-conforming parts from proceeding to the next workstation • Provide support to Manufacturing Engineers and Quality System Engineers for 	<ul style="list-style-type: none"> • 1st shift: 7.30 am – 4.20 pm • 2nd shift: 4.00 pm – 12.50 am • Permanent 3rd Shift: 12.30 am – 7.50 am • Rotation of 1st and 2nd Shift is required • Shift pattern may change due to social distancing measure.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		evaluations, audits related activities <ul style="list-style-type: none"> Collect data, feedback on the quality of parts inspected to the Manufacturing Engineers and Quality System Engineers Perform visual & dimensional inspections, and set area management of the parts Perform scheduled maintenance & housekeeping tasks 	<ul style="list-style-type: none"> Loyang Way S(508726 & 508770)
Component Repair Technician (Welding)	<ul style="list-style-type: none"> 'Minimum GCE 'O' level with 3 years of relevant experience Preferably NITEC/Higher NITEC in welding Relevant TIG certificates; or Preferably CAAS approval in TIG Welding/General Welding or equivalent Basic command of written and spoken English 	<ul style="list-style-type: none"> Set up and weld high temperature alloys in the repair and repair development of turbine engine component, using Tungsten Inert Gas (TIG) in full compliance to repair manual requirements. You will need to perform simple to complex welding. The job requires candidate to consistently sit and pass periodic welder's proficiency test by the company's internally and external CAAS test. Essential Responsibilities Apply necessary gas back-up and chilled bars as required to perform efficient weld repair Perform manual and laser weld of all products with different weld configurations Identify and replace basic fixture/tooling due to wear and tear Simple refining of welding parameters Perform scheduled maintenance & housekeeping tasks 	<ul style="list-style-type: none"> 1st shift: 7.30 am – 4.20 pm 2nd shift: 4.00 pm – 12.50 am Permanent 3rd Shift: 12.30 am – 7.50 am Rotation of 1st and 2nd Shift is required Shift pattern may change due to social distancing measure. Loyang Way S(508726)
Component Repair Technician (Machining)	<ul style="list-style-type: none"> Minimum GCE 'O' level with 3 years of relevant experience 	<ul style="list-style-type: none"> Set up and operate machines such as CNC machines in Milling, Grinding and Lathe; Electrical Discharge Machine 	<ul style="list-style-type: none"> 1st shift: 7.30 am – 4.20 pm 2nd shift: 4.00 pm – 12.50 am

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Preferably NITEC/Higher NITEC in Mechanical/Precision Engineering or equivalent; or • Diploma in Mechanical/Precision/Manufacturing Engineering • Basic command of written and spoken English" 	<p>(EDM); Surface Grinding; VT Lathe and various conventional machines and specialized equipment to perform machining operations.</p> <ul style="list-style-type: none"> • Essential Responsibilities • Set up and operate all types of conventional or CNC machines such as electrical discharge machine, laser machine, lathe, radial grinder, reciprocal grinder, milling machine, drilling machine and specialized equipment to perform machining operation of the most complicated nature in the making of jigs, fixtures, tools, dies, gauges, test equipment and product parts, and their rework or modifications • May follow a particular product through the machine shop using a variety of machine tools to complete the finished product • Use all types of standard and special gauges, various hand tools • Maintain pertinent records; work according to technical drawings and instructions • Perform scheduled maintenance & housekeeping tasks 	<ul style="list-style-type: none"> • Permanent 3rd Shift: 12.30 am – 7.50 am • Rotation of 1st and 2nd Shift is required • Shift pattern may change due to social distancing measure. • Loyang Way S(508726)
Component Repair Technician (Airfoil)	<ul style="list-style-type: none"> • Minimum GCE 'O' level with 3 years of relevant experience; • Basic command of written and spoken English 	<ul style="list-style-type: none"> • You will perform polishing, restoration and blending work on parts assigned in according with established operating procedure. • Highlighting any discrepancies or irregularities to Facilitator/Engineer to resolve problems and meeting required daily/weekly output. • Essential Responsibilities • Perform hand blending & polishing operations, followed by self-inspection of blended parts to the tolerance and specifications • Read and correct interpretation of Operation Sheets and perform to the expected requirements 	<ul style="list-style-type: none"> • 1st shift: 7.30 am – 4.20 pm • 2nd shift: 4.00 pm – 12.50 am • Permanent 3rd Shift: 12.30 am – 7.50 am • Rotation of 1st and 2nd Shift is required • Shift pattern may change due to social distancing measure. • Loyang Way S(508726 & 508770)

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Perform scheduled maintenance & housekeeping tasks 	
Component Repair Technician (Mechanical Clean)	<ul style="list-style-type: none"> Minimum GCE 'O' level with 3 years of relevant experience Basic command of written and spoken English 	<ul style="list-style-type: none"> You will independently operate mechanical cleaning processes for all shops' component repair operations. Essential Responsibilities: Perform grit blast, shot peen, glass peen, tumble, ultrasonic, vapor blast, etching, water flow, turbo jet washer, blade flusher, plastisol injection, plastisol burnout and barrel finishing, honey comb seal removal Perform necessary pre-checks before operations Ensure all production data are filled in correctly in the Log Book Ensure process and certification are in line with due date Differentiate the different tumbler, shot and glass peening machine utilization Perform daily maintenance checklist and ensure safe working practices Perform scheduled maintenance & housekeeping tasks 	<ul style="list-style-type: none"> 1st shift: 7.30 am – 4.20 pm 2nd shift: 4.00 pm – 12.50 am Permanent 3rd Shift: 12.30 am – 7.50 am Rotation of 1st and 2nd Shift is required Shift pattern may change due to social distancing measure. Loyang Way S(508726)
Component Repair Technician (Plasma Spray)	<ul style="list-style-type: none"> Minimum GCE 'O' level with 3 years of relevant experience Preferably NITEC in Machining or equivalent Basic command of written and spoken English 	<ul style="list-style-type: none"> You will perform cleaning & masking of parts to be plasma-sprayed. You are required to handle different engine models and stages of parts, masking and coating type needs, operate manual and auto grit blast machines. Essential Responsibilities: Perform grit blast, degrease and masking of components Check and establish appropriate programs for spraying Spray components in accordance with OP specifications Ensure proper documentations are maintained 	<ul style="list-style-type: none"> 1st shift: 7.30 am – 4.20 pm 2nd shift: 4.00 pm – 12.50 am Permanent 3rd Shift: 12.30 am – 7.50 am Rotation of 1st and 2nd Shift is required Shift pattern may change due to social distancing measure. Loyang Way S(508726)

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Maintain Log on maintenance and rectification of robot/equipment Maintain good housekeeping in work area/robots/equipment Perform scheduled maintenance & housekeeping tasks 	
Component Repair Technician (Alloy)	<ul style="list-style-type: none"> Minimum GCE 'O' level and/or with 3 years of relevant experience Able to read and understand the manufacturing operation sheets and standard operation procedures in English 	<ul style="list-style-type: none"> You will be responsible to ensure job completion to meet furnace schedules. You will also participate with ADH Team activities in meeting the company and department goals. Essential Responsibilities: Operate fluid dispenser, tack welding machine, powder blenders, grit blast machine Application of braze material onto required areas of the hardware Ensure all operations are performed in accordance to Work Instructions Ensure cleanliness of hardware and samples Perform scheduled maintenance & housekeeping tasks Liaise with relevant personnel on concerns relating to production, quality, EHS, materials and maintenance Assist Facilitator in integrating and training of new employees Any ad-hoc duties as assigned 	<ul style="list-style-type: none"> 1st shift: 7.30 am – 4.20 pm 2nd shift: 4.00 pm – 12.50 am Permanent 3rd Shift: 12.30 am – 7.50 am Rotation of 1st and 2nd Shift is required Shift pattern may change due to social distancing measure. <p>Loyang Way S(508726)</p>
Component Repair Technician (Chemical Clean)	<ul style="list-style-type: none"> Minimum GCE 'O' level with 3 years of relevant experience Preferably NITEC/Higher NITEC in Chemical Process Technology or equivalent; or Diploma in Chemical Engineering or equivalent Basic command of written and spoken English 	<ul style="list-style-type: none"> You will be required to operate all chemical stripping & plating processes and machines for all shops' repair operations. Essential Responsibilities <ul style="list-style-type: none"> Perform Chemical Cleaning, Stripping or Plating, tumble, plastisol injection & Grit blasting Ensure all production cycles data are filled in correctly in the Log Book Conduct laboratory analysis on chemicals to ensure solutions are within specification 	<ul style="list-style-type: none"> 1st shift: 7.30 am – 4.20 pm 2nd shift: 4.00 pm – 12.50 am Permanent 3rd Shift: 12.30 am – 7.50 am Rotation of 1st and 2nd Shift is required Shift pattern may change due to social distancing measure.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> - Assist periodic tank cleaning and perform chemical top up/make up - Perform daily inspection as per maintenance checklist and ensure safe working practices - Ensure all processes are proper controlled, chemicals are not overheated - Operate hoist for loading/unloading chemical clean parts - Understanding of High Risk Operation (HRO) and is part of Chemical Spill Team - Able to work in a chemical environment - Perform scheduled maintenance & housekeeping task 	<ul style="list-style-type: none"> • Loyang Way S(508726 & 508770)

#6 McDonald's Singapore

Providing our aviation customers with the most technologically advanced and productive engines, systems and services for their success. Singapore has two repair facilities located in Loyang Industrial Park and one new make facility located in Seletar Aerospace Park. With over 2,000 employees working in our three facilities, we repair, refurbish and manufacture high and low-pressure components for more than 100 aircraft engine customers around the world with excellent turnaround time and quality.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Service crew (PT)	<ul style="list-style-type: none"> • Be part of a friendly service team Greet and serve customers in a fast and friendly manner • Learn about food preparation and customer service • Ensure that the restaurant is clean 	<ul style="list-style-type: none"> • Be part of a friendly service team • Greet and serve customers in a fast and friendly manner • Learn about food preparation and customer service • Ensure that the restaurant is clean 	<ul style="list-style-type: none"> • Part Time is base on Operation needs/ Aperia 10 Kallang Avenue, S(339510)
Service crew (FT)	<ul style="list-style-type: none"> • Be part of a friendly service team Greet and serve customers in a fast and friendly manner • Learn about food preparation and customer service • Ensure that the restaurant is clean 	<ul style="list-style-type: none"> • Be part of a friendly service team • Greet and serve customers in a fast and friendly manner • Learn about food preparation and customer service • Ensure that the restaurant is clean 	<ul style="list-style-type: none"> • Base on Operation needs/ Aperia 10 Kallang Avenue, S(339510)

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Guest Experience Leader	<ul style="list-style-type: none"> Serve as the Hospitality Expert/Lead in the restaurant Deliver exceptional in-store Feel Good experience at all times Implement and execute Service Centric and Family Marketing initiatives and programmes Exceed guest expectations by creating Feel Good Moments and turning them to lasting memories 	<ul style="list-style-type: none"> Serve as the Hospitality Expert/Lead in the restaurant Deliver exceptional in-store Feel Good experience at all times Implement and execute Service Centric and Family Marketing initiatives and programmes Exceed guest expectations by creating Feel Good Moments and turning them to lasting memories 	<ul style="list-style-type: none"> Base on Operation needs/ Aperia, 10 Kallang Avenue, S(339510)
Management Trainee	<ul style="list-style-type: none"> Shape the future of McDonald's Master million-dollar budgeting, cost management, and inventory planning Plan and execute sales building activities Take charge of Quality, Service, and Cleanliness assurance within the restaurant operations Supervise store operations, cash control, and shift management Manage a high-performance team and develop their talents Drive recruitment, training, and marketing campaigns 	<ul style="list-style-type: none"> Shape the future of McDonald's Master million-dollar budgeting, cost management, and inventory planning Plan and execute sales building activities Take charge of Quality, Service, and Cleanliness assurance within the restaurant operations Supervise store operations, cash control, and shift management Manage a high-performance team and develop their talents Drive recruitment, training, and marketing campaigns 	<ul style="list-style-type: none"> Rotation Shift/ Aperia, 10 Kallang Avenue, S(339510)
Family Ambassador (PT)	<ul style="list-style-type: none"> Be part of a friendly service team Creating a fun atmosphere for families and children by planning and executing in-store Family togetherness activities 	<ul style="list-style-type: none"> Be part of a friendly service team Creating a fun atmosphere for families and children by planning and executing in-store Family togetherness activities 	<ul style="list-style-type: none"> Part Time is based on Operation needs/ Aperia, 10 Kallang Avenue, S(339510)
Family Ambassador (FT)	<ul style="list-style-type: none"> Be part of a friendly service team Creating a fun atmosphere for 	<ul style="list-style-type: none"> Be part of a friendly service team Creating a fun atmosphere for families and children by 	<ul style="list-style-type: none"> Part Time is based on Operation needs/ Aperia, 10

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	families and children by planning and executing in-store Family togetherness activities	planning and executing in-store Family togetherness activities	Kallang Avenue, S(339510)

#7 PARK ROYAL COLLECTION Pickering, Singapore

Designed by WOHA, PARKROYAL COLLECTION Pickering is an iconic eco-friendly hotel in Singapore, with a stunning 'hotel-in-a-garden' concept that incorporates energy-saving features and seamlessly blends cutting edge environmentally friendly practices and technologies throughout the building. Awarded 'World's Leading Green City Hotel' in the prestigious World Travel Awards, the hotel positions Singapore as a world leader of green high-rise developments.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Assistant Chief Engineer	<ul style="list-style-type: none"> Degree in Engineering or Diploma in Hotel & Leisure Facilities Management, or any other combination of education, training, or experience that provides the necessary knowledge, skills, and abilities to perform the job. Minimum of five (5) years with advanced knowledge of building management/engineering experience in international five-star hotels. Hands on experience on 	<ul style="list-style-type: none"> Supports the Chief Engineer in maintaining overall maintenance operations of entire Hotel facility, including guest rooms, all mechanical, electrical, H.V.A.C. systems, fire protection system, kitchen equipment, emergency power system, sewage system and related equipment in accordance with guest service, preventive maintenance and energy conservation standards and programs. Ensure the upkeep of guest and service areas to maintain them in proper working order and appearance, this position must be able to work independently as well as with others. Implements and maintains preventive maintenance and 	<ul style="list-style-type: none"> 9.5 hours

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>troubleshootHVAC operations, repair and maintenance; electrical controls and equipment maintenance, mechanical applications and building management system etc.</p> <ul style="list-style-type: none"> • Strong understanding of building life safety system and energy management systems. • Strong knowledge and hands on experience on troubleshoots commercial kitchen equipment and meat processing equipment. • Strong Leadership qualities • Flexible and able to adapt to fast pace environment • Strong team player • Innovative and resourceful • High levels of flexibility, adaptability and ability 	<p>energy conservation programs for guest rooms, public areas, back-of-house, mechanical equipment, building systems, etc.</p> <ul style="list-style-type: none"> • Ensures compliance with international standards, local regulations, and other environmental considerations including but not limited to workplace safety and security practices. • Implements hotel maintenance procedures and conducts training to achieve property maintenance and guest service objectives. • Manages departmental operations and capital projects to achieve budgeted goals. • Supervises all senior technicians, technicians and craft men to ensure high quality preventive, corrective and guest demand maintenance services are provided • Supervises all Team Leaders, Senior Technicians and Technicians to ensure high quality preventive, corrective and guest demand maintenance services are provided. • Reports any faults and renders assistance as and when required by department head / hotel management and takes on any responsibilities and tasks as assigned by supervisor and hotel management • Conducts walk through and visually assesses the safe and efficient maintenance and operation of the physical aspects of the hotel, including guest rooms, public areas, all mechanical, electrical, H.V.A.C. systems and any other related equipment. • Assists on routine preventive maintenance on equipment under the direction of Chief Engineer. This includes guest rooms, public areas, meeting rooms, ballrooms, outlets and back of house, laundry & 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>kitchen equipment, heating, and air handling units, ice machines, fire extinguishers, fire equipment and plumbing etc. These are performed as required by the manufacturer and in accordance with the warranty specifications.</p> <ul style="list-style-type: none"> • Champions work order assignment program for to complete work orders. Prioritizes and completes work orders in a timely manner. Monitors all deficiencies. Communicates to the requesting party upon completion when needed. • Carries out inspection of guest rooms after Preventive Maintenance. Reviews any problems with the Preventive Maintenance team and recheck room/suite before releasing to Housekeeping/Front Office. • Assists in developing, implement and manage emergency programs for the operation and maintenance of all equipment and physical structures in compliance with corporate standards, local, state and national codes and regulations to protect the asset, guests and associates, to ensure optimum operations, minimize expenses and maximize customer satisfaction. • Responsible for the short and long term planning and day-to-day operations of the Engineering Department. • Reports to Chief Engineer, on a regular basis, regarding the specific and overall condition of the building structures, guest areas, service areas, related systems and equipment offering prudent and cost effective proposals for maintaining the same. Reviews reports, and initiates appropriate actions to carry out maintenance work effectively and efficiently. 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Ensures maintenance of swimming pool, water features and spa are done according to manufacturer specifications; PPHG standards and local Health Department Regulations. Promptly responds to guest requests in a friendly manner and follow up to ensure highest quality of service to guest satisfaction at all times. Responsible for any other tasks assigned by Chief Engineer or Director of Operations. 	
Assistant Restaurant Manager	<ul style="list-style-type: none"> Minimum 5 years of relevant food and beverage service and 3 years of supervisory experience. Diploma/Degree in Hospitality Management. Good leadership, coaching and managerial skills. Excellent interpersonal and people management abilities to develop an effective and motivated team to create memorable experience for all guests with exceptional service. 	<ul style="list-style-type: none"> Assist the Restaurant Manager in efficiently administering and organizing the restaurant into a profitable centre and increasing revenue. To lead and supervise a shift which includes inspecting table and work area layouts and settings, ensuring service quality and any other hygiene matters. To ensure that mis-en place/side station is all set up with food items, non-food items such as crockery and chinaware before the shift commences. To involve and lead the learning & development aspect for the team To take up any other tasks as assigned by the manager or management team. 	<ul style="list-style-type: none"> 9.5hours
Bartender	<ul style="list-style-type: none"> At least 1 year of experience in a recognized hotel/ bar establishment/ independent restaurant Min 'O' Levels, Diploma in hospitality, degree in any discipline is an advantage Good knowledge of food, wine & bar High level of adaptability and flexibility 	<ul style="list-style-type: none"> Have the flair and innovation to create new beverage concoctions Complete work & side duties, opening & closing tasks for an effective restaurant & bar operation Ensure that all reservations are correctly taken and sets the table according to the guests' request Understand requirements and procedures for all meal periods to meet demand and maximize revenue and profit 	<ul style="list-style-type: none"> 9.5 hours

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Proficient in spoken & written English • Able to perform rotating shift, including weekends and public holiday 	<ul style="list-style-type: none"> • Anticipate and meet unexpected wishes and requirements of every guest • Perform other ad hoc duties assigned to by the Restaurant Manager. 	
Club Lounge Agent	<ul style="list-style-type: none"> • 1 to 3 years of work experience in a similar capacity; relevant experience in a 5-star hotel is preferred. • GCE N/O Levels or fresh graduates in Hospitality/ Tourism Management • Intermediate computer literacy and knowledge of Microsoft Office applications • Excellent communication and interpersonal skills (spoken, written and electronic) • Demonstrate independence, responsibility and accountability • Able to work rotating shifts including public holidays and weekends • Basic computer skills, including Microsoft Office 	<ul style="list-style-type: none"> • Setting up and maintain the Executive Lounge during breakfast buffet, afternoon tea and evening cocktail hours. • Ensure that all foods and drinks are properly served while maintaining high standards of cleanliness and sanitation. • Ensure that the Executive Lounge is properly maintained at all times. • Report and ownership of lounge's fixtures, wares to ensure tiptop operating condition. • Report and follow up on any malfunction equipment. • Manage sufficient and timely requisition of F&B; administrative; operating equipment/fixtures to ensure the lounge is well stocked at all times. • Handle guest feedback and requests. • Maintain good guest relations with all guests at all times. • Knowledge of the daily VIP and lobby movements and requests. • Responsible for the Guest Experience. • Process all guest check-ins by confirming reservations, assigning rooms, and issuing and activating room keys. • Coordinate with Housekeeping to track the readiness of rooms for check-in. Process all types of payment such as room charges, cash, checks, debit, or credit. • Process all check-outs including resolving any late and disputed charges. 	<ul style="list-style-type: none"> • 12 hours

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Complete designated cashier and closing reports in the computer system. Assist the Club Manager in managing and training the team members 	
Front Office Agent	<ul style="list-style-type: none"> 1 to 3 years of work experience in a similar capacity; relevant experience in a 5-star hotel is preferred. GCE N/O Levels or fresh graduates in Hospitality/ Tourism Management Intermediate computer literacy and knowledge of Microsoft Office applications Excellent communication and interpersonal skills (spoken, written and electronic) Demonstrate independence, responsibility and accountability Able to work rotating shifts including public holidays and weekends Basic computer skills, including Microsoft Office 	<ul style="list-style-type: none"> Process all guest check-ins by confirming reservations, assigning rooms, and issuing and activating room keys. Process all types of payment such as room charges, cash, checks, debit, or credit. Process all check-outs including resolving any late and disputed charges. Answer, record, and process all guest calls, messages, requests, questions, or concerns courteously and professionally. Coordinate with Housekeeping to track the readiness of rooms for check-in. Supply guests with directions and information regarding the property. Complete designated cashier and closing reports in the computer system. Balance and drop receipts according to accounting specifications. Perform other reasonable job duties as requested by superior 	<ul style="list-style-type: none"> 12 hours
Front Office Team Leader	<ul style="list-style-type: none"> Minimum of 2 years of experience as a Guest Service Agent with good knowledge of Opera system Min GCE 'O' or 'N' level and some supervisory skills. High level of flexibility and adaptability Basic English language proficiency Able to work on rotating shifts, 	<ul style="list-style-type: none"> Assist the Front Office Manager in supervising and controlling the Front Desk operations and carry out all guest service duties Ensure there is sufficient stock of Front Desk supplies on a weekly basis Help in Room Controlling and assigning of rooms for day arrival as per guest preferences Coordinate with Housekeeping to ensure rooms block are clean for groups check-in Perform duties of Hotel Ambassadors whenever needed 	<ul style="list-style-type: none"> 12 hours

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	weekends and Public Holidays	<p>such as assisting in checking in and out</p> <ul style="list-style-type: none"> • Be able to conduct daily briefings and/or training when needed to Hotel Ambassadors • Be aware of all VIP arrivals and departures, especially corporate guests • To undertake any other reasonable assignment by the Front Office Manager, as and when required 	
Housekeeping Laundry Attendant	<ul style="list-style-type: none"> • Have at least 1 year of prior experience in similar capacity in hotel setting is preferred • Customer Service focus • High level of flexibility and adaptability • Strong Team Player • Physical fit as the nature of the job requires to handle heavy load and pushing of laundry trolley 	<ul style="list-style-type: none"> • Ensuring a seamless and sustainable laundry operation at our hotel, upholding the highest standards of service in accordance with our policies and procedures. As part of the latest trends in the hotel industry, the incumbent will contribute to our commitment to sustainability by integrating eco-friendly practices into their daily tasks. • Embrace sustainability in laundry operations by sorting items based on colour, fabric type, and washing instructions to maximize energy efficiency and minimize environmental impact. • Demonstrate proficiency in operating various laundry equipment, incorporating eco-friendly practices to enhance the quality of the finished product while reducing resource consumption. • Monitor linen and uniform inventory levels with a sustainability mindset, ensuring responsible use of resources, restocking, and implementing eco-conscious ordering practices. • Maintain high standards of cleanliness and quality through eco-friendly laundry practices, inspecting items for defects, damage, or irregularities, ensuring only properly cleaned and pressed items are returned to guests. 	<ul style="list-style-type: none"> • 9.5 hours

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Adhere to safety and hygiene protocols with an emphasis on sustainability, using protective gear and eco-friendly cleaning agents to maintain a clean and environmentally conscious working environment. Interact with guests to address specific requests or concerns related to laundry services, showcasing excellent customer service skills with a commitment to meeting guest expectations while promoting sustainable practices. Collaborate with housekeeping and other departments to coordinate the timely delivery of clean linens and uniforms, emphasizing the importance of sustainable practices throughout the process. Play a role in training new staff members on sustainable laundry procedures, equipment operation, and quality standards, aligning with the hotel's commitment to eco-friendly practices. Efficiently collect and issue uniforms and linen, incorporating sustainability practices in every aspect of the process. Maintain cleanliness and organization in storage and distribution areas, promoting a sustainable and eco-friendly work environment. Report any linen and uniform shortages or discrepancies promptly, emphasizing the importance of sustainability in resource management. Demonstrate familiarity with all equipment within the laundry room, ensuring work practices align with the Workplace Health & Safety Act and incorporating sustainability practices. Pick up/deliver laundry/valet from/to guest rooms with a focus on minimizing environmental impact. 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Maintain the uniform conveyor system in good working condition, incorporating sustainable maintenance practices. Perform unexpected duties as requested, including spill cleaning, with a commitment to sustainable solutions. Fulfill additional duties as necessary and assigned by the Executive Housekeeper, integrating sustainability into all aspects of the role. 	
Housekeeping Team Leader	<ul style="list-style-type: none"> Minimum N or O level qualifications Minimum two years' experience in a similar role in the 5-star hotel A proven track record of maintaining superior standards of hotel cleanliness in a previous position or hotel Able to work on rotating shift, public holidays and/or weekends Meticulous and has an eye for details 	<ul style="list-style-type: none"> Verify room status on morning report; report discrepancy of rooms; prioritize and update status of checkout rooms. Prepare and distribute assignment sheets to assigned staff and review priorities. Ensure that cleanliness and condition of each area meets designated standards. Directly contact respective personnel and relay any deficiencies to be corrected. Inspect supply levels, cleanliness and organization of floor closets. Assign designated personnel to rectify any deficiencies Monitor and handle guest complaints by following the instant pacification procedures and ensuring guest satisfaction. Carry out other tasks as assigned by the supervisor 	<ul style="list-style-type: none"> 9.5 hours
Rooms Division Administrator	<ul style="list-style-type: none"> Minimum 1 year experience as co-ordinator/administrator role in a hotel or travel industry Minimum diploma holder in hotel accommodation Good command of written and spoken English and Chinese as the role may requires communication with chinese speaking 	<ul style="list-style-type: none"> Performs all duties as listed in the Task list and as determined by the Rooms Division Manager and in accordance to PPHG guidelines. Supports company's philosophy and company culture on a daily basis to ensure guest satisfaction and the achievement of our mission statement. Maintains complete knowledge of all hotel features/services, hours of operations, hotel restaurant food concepts, menu 	<ul style="list-style-type: none"> 9.5 hours

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>associates and/or guest.</p> <ul style="list-style-type: none"> Fully conversant with PC software and Microsoft applications. Good telephone manner, interpersonal skill, independent and flexible. Able to work under pressure and ambiguity. Highly systematic, detail-minded, able to prioritize and handle multiple tasks. 	<p>price range, dress code and ambience.</p> <ul style="list-style-type: none"> Maintains complete knowledge of hotel room types, number/names, layout appointments, amenities and locations, this includes all hotel room rates, special packages and promotions. Ensures complete knowledge of scheduled hotel's activities, names and locations of functions/events. Co-ordinates and follows-up on any requirements /correspondences from AGC i.e. carpark rental /coupons requirements; function /rooms requests Be familiar with the décor, amenities and technology of guest rooms and suites. Accommodates all guest requests in an accurate and efficient manner. Demonstrates teamwork by cooperating and assisting co-workers as needed. Responsible for drafting letters, replying simple guests' comments, keeping and maintaining records Provides full spectrum of secretarial and office administrative support to Rooms Division Manager Takes minutes of attended meetings and prepares daily correspondences. Prepares and maintains files, reports, letters, memorandums and other relevant business documentations.. Handles travel and hotel arrangements, daily incoming calls, schedule and control meetings; organizes local and regional meetings and conference. Manages the housekeeping and maintenance of Back-of-House areas of the Front Office and all areas under the Rooms' jurisdiction including Spa and Retail. 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Ensures that all Back-Of-House equipments are well maintained and in working order Assists the Front Office management whenever required – including handling guests' requests; suppliers and other required co-ordination. Performs duties as assigned, always presenting oneself as an asset to the hotel and encourages others to do the same. Perform other job-related duties or as designated by the Rooms Division Manager Manages and handles all areas of administration including procurement (SAP) work for the Rooms Division including Front Office and Security. Assists Rooms Division Manager in administering claims, expenses Ensures timely approvals of work schedules ie OT timesheets, payroll, spa commissions payable. Prepares welcome cards for guests Ensures attendance of all training activities as scheduled and assigned and that training records are up to date Takes on the role as a buddy for new associates and assists them in learning the tasks required for their position i.e. doing hotel site inspection 	
Telephone Operator Team Leader	<ul style="list-style-type: none"> Possess minimum 'N' level certification Minimum of 2 years of experience in a Call Centre environment, preferably in the hospitality industry Previous experience in a leadership or supervisory role within a Call Centre setting 	<ul style="list-style-type: none"> Assisting Guest Services Manager in managing the hotel call centre (One Connect) daily operations, plays a pivotal role in ensuring smooth operations and exceptional customer service. Supervising and motivating the team, handling escalated customer issues and optimizing One Connect performance to meet or exceed established goals. Oversee all incoming calls from guests and ensure prompt, courteous and accurate 	<ul style="list-style-type: none"> 12 hours

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Able to work rotating shifts including night shift, weekends and/or public holidays • Experience in handling escalated calls and resolving customer issues effectively • Familiarity with Call Centre metrics and performance management • Excellent verbal and written communication skills, with the ability to convey information clearly and concisely • Strong customer service orientation, with the ability to handle challenging situations with empathy and professionalism • Excellent organizational and multitasking abilities with attention to details • Able to work under stress and fast paced environment 	<p>responses to their inquiries, requests and concerns</p> <ul style="list-style-type: none"> • Resolve escalated issues efficiently and provide appropriate solutions to ensure guest satisfaction • Update and conduct daily handover log and briefing to provide and elaborate latest and updated information to the team • Ensure the team always adhere to company policies, SOPs and acted according to the company code of conducts or employee handbook • Regularly monitor and respond to guest inquiries received through email, ensuring timely accurate responses. Prioritize urgent matters and delegate tasks within the team to ensure efficient handling of emails • Conduct regular performance evaluations, providing constructive feedback and recognition for accomplishments • Develop and deliver comprehensive training programs for One Connect team, focusing on customer service skills, product knowledge, communication techniques, and problem solving abilities. Ensure that the team are equipped with the necessary skills to provide exceptional service to guests • Provide new hires with on boarding training to familiarize them with One Connect processes, systems and customer service expectations • Offer ongoing guidance, coaching and support to the team to enhance their performance and identify opportunities for improvement • Monitor and analyse call centre metrics, such as call volume, average handling time, response time and abandoned rate. Identify trends, implement process improvements and 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>develop strategies to optimize team performance and exceed service level goals</p> <ul style="list-style-type: none"> Fully aware with the Emergency Procedures and One Connect contingency plan in the event of any system down Liaise with various hotel areas and departments, including Front Desk, Guest Relations, Concierge & Bell, Reservation, Housekeeping, Food & Beverage, Sales & Catering and others to maintain and to ensure seamless communication and coordination of guests requests and concerns To assist with any other duties that may be assigned from time to time by the management 	
Sales Manager	<ul style="list-style-type: none"> Minimum Diploma in hospitality management Minimum 5 years of sales experience and at least 2 years' experience in a luxury hotel with proven sales track record will be of an advantage Relevant experience in handling Corporate/MICE/Leisure segment Driven, self-motivated individual with excellent interpersonal, oral and written communication skills Good influencing skills and the ability to effectively deal with internal and external customers An excellent team player who is able to work under pressure and meeting tight deadlines Solid negotiation and presentation skills 	<ul style="list-style-type: none"> Reporting to the Director of Sales & Marketing or designate, the Sales Manager will assist the Director of Sales to increase Corporate/MICE or Leisure client base through consistent solicitations while establishing trust and rapport with clients to generate and boost revenues for the Hotel. Responsible for designated portfolio for the hotel – industry expert in the portfolio. Clear understanding of the hotel's business strategies then set goals and to determine action plans to meet those goals. Update action plans and financial objectives quarterly. Versatile in selling various components for the hotel (F&B / Catering / Weddings). Analyses current and potential markets/trends, coordinates all activities to maintain and increase revenue through added business volume and increase guestroom rate. Continuously solicits for new business that expands our client base using action plans focused on the market segment 	<ul style="list-style-type: none"> 9.5 hours

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>identified by the Director of Sales.</p> <ul style="list-style-type: none"> • Conducts daily sales calls, site inspections & entertainments to strengthen ties with Corporate/ MICE or Leisure clients. • Provide after-sales service and in particular to ensure all guests feedbacks are brought to management's attention and communicate with the respective departments for proper handling. Ensure that all feedbacks are reviewed, investigated and initiate follow-up action. • Closely following up on all business leads within a 24 hour response time line to clients. • Works closely with other sales associates and calls in on important customers and establishes multiple levels of contacts within the client's organisation. • Familiarize with latest market trends and new business development opportunities and activities. • Work closely with Revenue Management Team to ensure proposed rate negotiations meet the financial needs of the hotels. • Always provide the highest quality of service to the clients. • Practises professional account qualification on consistent basis. • Attends tradeshow, travel functions, major business functions or as required/directed by the Director of Sales/ Director of Sales and Marketing. • Responsible for an assigned sales target in accordance to market segment. • Prepares periodic sales reports showing sales volume, potential sales and areas of proposed client base expansion. 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> • Takes ownership of daily sales activities and maximise the productivity by following a system of weekly and monthly action plans. • Work closely with assigned buddy during absence & render assistance. • Manages and develops relationships with key internal and external stakeholders. • Proficient in Compset hotel champion & market intelligence. 	

#8 Pratt & Whitney

Pratt & Whitney in Singapore is a global center of excellence with the most comprehensive service offering outside of the U.S. Located in key industrial areas of Loyang, Seletar and Tuas, the Pratt & Whitney companies operating in Singapore include: Component Aerospace Singapore, Eagle Services Asia, P&W NGPF Manufacturing Company Singapore, Pratt & Whitney Canada (SEA), Pratt & Whitney Component Solutions, and Turbine Overhaul Services. Pratt & Whitney has been operating in Singapore for more than 30 years, making it one of the pioneers in the development of Singapore's world-class aerospace industry.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Technician Assembly / Disassembly	<ul style="list-style-type: none"> • Minimum NITEC or Higher NITEC in Mechanical Engineering, Electrical Engineering or any other related discipline. • Minimum 2 years work experience in disassembly/assembly or test in aviation industry. • Internal applicant must be in current grade for at least 2 years prior to higher grade application. • Able to display Continuous Improvement competencies. • 	<ul style="list-style-type: none"> • Execute operation procedures within the cell based on Overhaul Maintenance Manual • Utilize machines/ equipment/ tools to carry out disassembly and assembly functions of engines, its associated modules, parts, components or accessories. • Solve technical issues and problems as appropriate when encounter in their daily work. • Actively support and participate in EHS and Continuous Improvement and Ethics culture projects and any other corporate initiatives. • Assist the Operations Leaders in their daily operations to achieve production targets, corporate goals and discipline. • Carry out SAP transaction and make necessary changes to works order in SAP. • Carry out proper documentation. • Carry out any other duties as assigned. 	<ul style="list-style-type: none"> • 730am-435pm/ 415pm-120am Loyang Crescent

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Engine Technician - (Detailed Inspection)	<ul style="list-style-type: none"> Minimum NITEC or Higher NITEC in Precision /Aerospace/ Electrical/ Mechanical Engineering or Mechanical Technology. Diploma will be advantageous. Minimum 2 years work experience in detailed inspection in relevant aviation industry. Self-motivated and able to work independently with a positive attitude towards change management. Good working knowledge in Microsoft Office applications and SAP. Good team player with strong communication and interpersonal skills. Possess high level of integrity and accountability with a strong drive towards Quality. Able to work on weekly rotating shifts. Regular and punctual attendance is an essential function of this position. 	<ul style="list-style-type: none"> Perform detailed inspection of engines parts & components per manuals and technical work publications. Perform dimensional inspection using various precision measuring instruments such as bore gauges, computer measuring machine and borescope equipment. Perform engine level inspection per manuals and technical work publications. □ Interpret technical work instructions such as Service Bulletins or equivalent work instructions. Perform daily work tasks per Quality work procedures and guidelines. Support and participate in EH&S, Quality, Ethics and Continuous Improvement projects and initiatives. Perform various other duties as assigned by Workshop Engineer/Manager. 	<ul style="list-style-type: none"> 730am-435pm/ 415pm-120am Loyang Crescent
Line Maintenance Engineer	<ul style="list-style-type: none"> Attend engine pre-induction meeting for scheduled engines shop visits. Draft engine teardown workscope. Attend to engine teardown and performs dirty inspection review together with operation. Document parts conditions and upload to server. 	<ul style="list-style-type: none"> tend engine pre-induction meeting for scheduled engines shop visits. Draft engine teardown workscope. Attend to engine teardown and performs dirty inspection review together with operation. Document parts conditions and upload to server. Review completed teardown reports with Technical Service Engineer. 	<ul style="list-style-type: none"> 730am-435pm/ 415pm-120am Loyang Crescent

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Review completed teardown reports with Technical Service Engineer. Verify and rectify technical problems with Technical Service Engineer. Perform test cell troubleshooting with Technical Service Engineer. Conduct engine teardown review with customers when required. Assist in engineering driven improvement projects. Handle vendors, contractors on equipment upgrade and modification if necessary. Perform any related duties as direct by the superior. 	<ul style="list-style-type: none"> Verify and rectify technical problems with Technical Service Engineer. Perform test cell troubleshooting with Technical Service Engineer. Conduct engine teardown review with customers when required. Assist in engineering driven improvement projects. Handle vendors, contractors on equipment upgrade and modification if necessary. Perform any related duties as direct by the superior. 	
Technical Records Officer	<ul style="list-style-type: none"> Diploma in Aviation, Aerospace, Engineering, or any other related field. 2 years of relevant experience in Maintenance Repair & Overhaul (MRO) facility, production planning or scheduling. Advanced MS Excel and PowerPoint skill. Excellent problem-solving, analytical, prioritization and multi-tasking skill. Flexible to commit working overtime to support business on need basis. CAAS papers (engine category) will be an asset for skill development and career growth. 	<ul style="list-style-type: none"> Verify all Maintenance History File (MHF) worksheets & release certificates from vendors is complete & with accurate information of work performed. Ensure operation personnel rectify any non-conformities identified during the maintenance history file (MHF) documentation checks. Participate in engine pre-induction meeting with various stakeholder. To ensure that all reports/release tags/material labels, tally with physical identification of parts & components that was issued to engine assembly. Perform engine logbook review i.e. LCF calculation including LRU TSN & TSO calculation & various assigned Gate inspections processes during engine shop visit. 	<ul style="list-style-type: none"> 730am-435pm/ 415pm-120am Loyang Crescent

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> • Ensure availability of correct record i.e. Lift limited Parts, back to birth records in work packages for continuing Airworthiness & other certificates / document as required per PWC Quality procedures. • Ensure history records of engine shop visit are well maintained and secured for review i.e. archiving of MHF and storage of history records at PWC or at approved vendor. • Verify and prepare document required for releasing finished product back to service. • Ensure timely delivery of completed engine release packet to the customers manager. • Compile critical data and ensure information accuracy in established shop visit report formats for delivery to Customers. • Perform data loading in Quality Control System Track System. 	
Bench Repair Technician	<ul style="list-style-type: none"> • Minimum GCE 'O'/'N' level and preferably with Skill Certificate in Gas Tungsten Arc Welding. • Possess high level of integrity and accountability with a strong drive towards Quality. • Willing to work on rotating shifts (Day & Night) and overtime on need basis. • Experience in TIG welding within aerospace industry is preferred 	<ul style="list-style-type: none"> • Operate various hand tools, such as pneumatic grinder, riveter, chisel and files in MRO back shop. • Operate welding machine/equipment, such as Miller Syncrowave 351 AC/DC TIG welding machine MRO back shop. • Perform bench repairs and pressure checks per technical manuals. • Perform various bench repair works such as blending, inserts & broken studs removal/replacement. • Interpret rework dimensions & understand the requirements from technical blue – prints. • Inspect work using precision measuring instruments to verify conformance to specifications. • Assist line supervisor in their daily operations to achieve 	<ul style="list-style-type: none"> • 730am-435pm/ 415pm-120am/ Loyang Crescent

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		production targets, corporate goals and discipline	
Welder	<ul style="list-style-type: none"> GCE 'O' Level or NITEC in Precision, Aerospace, Mechanical or relevant disciplines. 3 years relevant experience in TIG welding. Comfortable to learn new welding methodology. Ability to understand and follow technical drawing and standard operation procedures (SOP). Meticulous with an eye for details and adopts a hands-on approach. Willing to work on rotating shifts (Day & Night) and overtime on need basis. 	<ul style="list-style-type: none"> Perform TIG welding to refurbish aircraft engine components to meet quality standards. Support the cell operations in benching, blasting, brazing, blending, polishing and cold working processes. Potential to be trained on operating new Automation Machines. Attend EH&S training programs and takes personal responsibility to ensure safety adherence. Support the continuous improvement programs, CORE (Customer Oriented Results & Excellence) activities. 	<ul style="list-style-type: none"> Shift 1: 7.30am - 5.00pm Shift 2: 7.30pm - 5.00 am/ <p>61 Seletar Aerospace View</p>
Technician (Aero Engine Component)	<ul style="list-style-type: none"> Min "O" Level or NITEC in Engineering or relevant disciplines. 2 years relevant experience or no experience who are keen to pursue aerospace industry. Ability to understand basic technical instructions and standard operation procedures (SOP). Comfortable with hands-on work to operate with equipment, tools, and machines. A curious and learning mindset – we provide on-the-job trainings and certifications. Willing to work on rotating shifts (Day & Night) and overtime on need basis. 	<ul style="list-style-type: none"> Repair & overhaul of the aero-engine components by benching, blasting, brazing, blending, polishing, welding, machining, or using other required mechanical skills. Follow procedures and guidelines to meet operational requirements and quality standards. Support and participate in the EH&S programs and activities within the company. Report any incidents, hazardous conditions, and emergencies to the supervisor. Perform an assessment of risk of the activities and take corrective and preventive actions. To participate in audits and inspections as and when required. Attend EH&S training programs and takes personal responsibility to ensure safety adherence. 	<ul style="list-style-type: none"> Shift 1: 7.30am - 5.00pm Shift 2: 7.30pm - 5.00 am

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Support the continuous improvement programs and CORE (Customer Oriented Results & Excellence) activities within the company. 	
Logistics Specialist	<ul style="list-style-type: none"> NITEC, or Diploma in Precision/Aerospace/Mechanical Engineering Min 1 year of working experience in logistic Willing to work on rotating shifts Knowledge in software application – SAP system Engages with vendors and drivers with a positive attitude 	<ul style="list-style-type: none"> Manages the shipment and receipt of all products, materials and supplies. Collaborates and communicates with customer service representatives, service providers and others involved in the shipment and received of products. Track, traces and updates the status of incoming and outgoing shipments. Promptly unloads and loads truck, sorts and unpack receivables and pack goods for delivery. Create sale orders for receiving and post good issue on orders for delivery in SAP system Maintain an accurate log sheet, scanning document and counting accurately. Support the Continuous Improvement programs and ACE Activities within the company 	<ul style="list-style-type: none">
Manufacturing Technician - Night Shift	<ul style="list-style-type: none"> NITEC in Precision, Aerospace, Mechanical Engineering or equivalent. 2 years of relevant experience in Shot Peening/ Media Finish/ Balancing. 2 years of relevant experience in Manufacturing, Precision Engineering or Machining. Comfortable with hands-on work to operate with the tools and equipment. Ability to understand basic technical instructions and standard operation procedures (SOP). 	<ul style="list-style-type: none"> Set up, operate and maintain shot peen, media finish or balancing machines. Perform simple troubleshooting of machines. Read and follow established procedures and work instructions. Perform risk assessment and take corrective actions as well as preventive measures. Maintain day to day 6S lean activities to create a safe work environment. Work cross functional to support the various manufacturing processes. Participate in the EH&S programs and takes personal responsibility to ensure safety adherence. Support the continuous improvement programs, CORE 	<ul style="list-style-type: none"> 7.30pm - 5.00 am

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Meticulous with an eye for details and adopts a hands-on approach. Willing to work permanent Night Shift and overtime on need basis. 	(Customer Oriented Results & Excellence) activities and additional tasks assigned by the supervisor.	
Operations Coordinator	<ul style="list-style-type: none"> NITEC, Higher NITEC or Diploma in Engineering or equivalent in related fields. Proficient in soft skills (Microsoft Excel & Power Point). Relevant aerospace, manufacturing or precision engineering experience is a plus. 	<ul style="list-style-type: none"> Administrative support to Special Process Operations. This includes but not limited to: Download and management of SAP data. Download of monthly raw data from SAP CADO and ZIRR for capacity planning and HPP productivity review Download of performance tracking charts such as daily flow rate, lead time tracking and backlog charts. Collaborate with Operation Leaders to close EHS and Quality findings timely. Level 3 project coordinator who perform pre-job EHS assessment for contractor and supervise contractors in accordance to EHS requirements. Escort contractors in and out of premises in compliance with ITC requirements. Participate in safety and continuous improvement programs, CORE (Customer Oriented Results & Excellence) activities and any other additional tasks assigned by Building Unit Manager (BUM). Willing to work either on 2nd or 3rd shifts. Perform weekend duty supervisor either on 1st, 2nd or 3rd shifts to ensure shop discipline. 	<ul style="list-style-type: none"> Shift 1: 7.30am - 3.50pm Shift 2: 3.30 pm - 11.50 pm Shift 3: 11.30 pm - 7.50 pm <p>5 Tuas Drive 2</p>
QC Inspector	<ul style="list-style-type: none"> Diploma in Engineering or equivalent in related fields. Possess high level of integrity and 	<ul style="list-style-type: none"> Perform visual and dimensional inspection on aircraft engine components and ensure conformance against the technical data. 	<ul style="list-style-type: none"> Shift 1: 7.30am - 3.50pm Shift 2: 3.30 pm - 11.50 pm Shift 3: 11.30 pm - 7.50 pm

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	accountability with a strong drive towards Quality. <ul style="list-style-type: none"> A positive and learning mindset with keen interests to learning new technology. Ability to understand basic technical drawing and standard operation procedures (SOP). Familiar with the relevant air worthiness and regulatory agencies requirements. Willing to work on rotating shifts (Day & Night) and overtime on need basis. Relevant aerospace, manufacturing or precision engineering experience is a plus. 	<ul style="list-style-type: none"> Responsible for receiving inspection, in-process and final inspection of repairable parts/ components channeled into the cell. Support and participate in EH&S, Quality, Ethics and Continuous Improvement projects and initiatives. Perform various other duties as assigned by the QC Supervisor. 	5 Tuas Drive 2
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#9 Singapore Aero Engine Services

Singapore Aero Engine Services Private Limited (SAESL) is a joint venture company between Rolls-Royce Plc and SIA Engineering Company. The company first started operations in 2001 and has since become a market leader for both engine overhaul and component repair services.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Lineside Engineer	<ul style="list-style-type: none"> Required to work on rotating shift Willing to work in Changi area Degree in Mechanical/Aerospace Engineering discipline or equivalent (Candidates with relevant Diploma and work experience may be considered) A good team player with good communication skills 	<ul style="list-style-type: none"> HSE – Practice full compliance to Health, Safety & Environmental Standards and meet the expectations of the Zero Harm programme. Product Safety – Understand product safety risks and work on mitigation to meet the required safety levels supporting requirements of the Company's Safety Management System. Quality – Perform investigation on Engines/Modules and piece part level (including 	<ul style="list-style-type: none"> Shift/ 10 Calshot Road

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Possess good analytical and technical problem-solving skills • Good knowledge of material and component repair processes would be useful 	<p>component repair) rejected from service. Produce Technical Summary on strip findings and work performed on Engines and Modules including investigation. Support findings review & provide technical disposition to problems.</p> <ul style="list-style-type: none"> • Lean/Improvements – Identify opportunities for new or improved manufacturing processes to meet current or future requirements. Identify, capture and share best practice; capture and utilize lessons learned working closely with Operation & Cell Manufacturing Engineers. • Lead – Act as Technical Authority for engineering during the shift using standards set to make quick/prompt technical decisions in relation to the area of accountability. • Delivery – Manage related technical variances of con-conformances during operational processes (ERRN review & TV request managements including PAF). • Delivery – Review and resolve promptly to ensure operational flow on technical issues/problems/arising to meet operation requirements. • Delivery – Workspace creep management control that deviates from standard including Work Instructions Clarification. • Delivery – Support FAIR, MSA and time study activities in shift. 	
Head of Customer Business	<ul style="list-style-type: none"> • Degree in Engineering Discipline or Diploma in Engineering • Discipline with minimum 2 years in process planning control • Minimum 2 years working at executive or product control 	<ul style="list-style-type: none"> • Plans and Execute Equipment system maintenance to meet calibration and production schedules. • Manage manhour to achieve target business plans. • Works with other dept/external and internal vendors to meet company objectives. 	<ul style="list-style-type: none"> • 830am to 6pm/ 10 Calshot Road

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>level managing a process/product engineering environment activities.</p> <ul style="list-style-type: none"> • Preferably experience in Large Civil Engine overhaul facility operations. • Engine technical knowledge and background for large civil aero engine. • Technical understanding of process workflow. Any AeroEngine general arrangement drawing knowledge and understanding is preferable. • Machine, Method and Material setup philosophy and application. • Strong process control solution background and production planning know-how to support or establish new or improve existing Operation processes. 	<ul style="list-style-type: none"> • Evaluate and Execute projects to achieve efficiency in company operations. • Institute manpower/leave control, discipline and mentoring of staff under his/her charge. • Yearly budgeting and financial control of section expenditure. • Analyze and advise Manager and General Manager on section business growth potential to achieve company business targets. • Achieve Min Six Sigma Green belt accreditation with first two year of appointment. • Develop new tasks with reference to new repair schemes, modifications, inspections or related technical work. To formulate FAI, work instructions and manhour requirement. • Work with Head, Operation to maximize WIP and improve TRT to enhance company operation tempo. 	
Manufacturing Engineer (Digital Manufacturing)	<ul style="list-style-type: none"> • Bachelor's Degree in Manufacturing, Material Science, Mechanical Engineering or related field • Possess knowledge (theory and practical) on digital manufacturing and conventional machining • Experience in operating non-contact measurement equipment and Siemens NX multi-axis manufacturing module • Understanding of common component repair processes 	<ul style="list-style-type: none"> • Manage the acquisition, delivery and commissioning of capital equipment, turnkey solutions and ancillary fixtures/tooling • Industrialize adaptive manufacturing capability through the development of new process and procedures • Manage the transfer of new products and know-hows from pre-production site to manufacturing site for mass production. Successful candidate will be expected to be posted overseas for training and technology transfer • Implement and deliver new repairs by designing and fabricating new repair fixtures/tooling; developing process parameters; and validating 	<ul style="list-style-type: none"> • Shift/10 Calshot Road

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>(welding, heat treatment, NDT) and familiarity with digital manufacturing and/or proficiency in CNC programming is an advantage</p> <ul style="list-style-type: none"> • Ability to read and understand manufacturing drawings and GD&T • Able to multi-task and work well under pressure as an individual/ team • Possess good communication, analytical, engineering and project management skills • Good technical problem-solving skills, takes ownership and hands-on approach 	<p>repair setup through First Article Inspection</p> <ul style="list-style-type: none"> • Provide technical assistance to all functional departments to meet business objectives • Effectively apply process control (SPC) to monitor, analyze and define errant processes; and to refine processes to reduce variability • Function as on-site technical authority and liaise with technical specialists for CAM and non-contact measurement related repair processes. • Lead and own CAM and non-contact measurement activities • Any other duties as assigned by supervisor 	
Quality Engineer	<ul style="list-style-type: none"> • Knowledgeable in MS office, SAP, 8D Investigation, Power BI (Preferred) • At least 5 years of relevant working experience in relevant industry • Experience for Cross Functional Team Quality Engineer • Degree holder from relevant industry 	<ul style="list-style-type: none"> • Effective management of non-conformances by leading the governance of containment activities and/or governance of investigations for both external and internal customer escapes, using problem resolution tools and methodologies (i.e. JDI, 3C, 8D, etc • Evaluate quality history or metrics (output from Quality System) - such as audit findings/PIR/CONQ- to assess the build health (performance) of the product and/or Cell, and to initiate or recommend suitable corrective and preventive actions or projects to drive Zero Defects within the Cell. • Maintain and govern containment tracker to ensure all customer complaint and high impact investigations are validated (liability) by respective CFT and have sufficient / adequate containment in place, prior to 	<ul style="list-style-type: none"> • Shift/10 Calshot Road

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>handing over 8D investigation to the agreed owners.</p> <ul style="list-style-type: none"> • Participate in Process Failure Mode and Effects Analysis (pFMEA) activities • Carry out Narrate Demonstrate • Handle technical document review and approval include locally manufactured tooling and alternate or additional means of compliance (OPM4.31) • Manage internal and external quality alerts for effective communication and implementation • Other tasks as assigned by Superiors • Perform the Cell Cross Functional Team (CFT) activities within the respective Cell in managing the Cell's health and drive improvements through analysis of the various quality metrics, while ensuring compliance to processes 	
Cell CFT Planner	<ul style="list-style-type: none"> • Degree in Engineering Discipline or Diploma in Engineering • Discipline with minimum 2 years in process planning control • Minimum 2 years working at executive or product control level managing a process/product engineering environment activities. • Preferably experience in Large Civil Engine overhaul facility operations. 	<ul style="list-style-type: none"> • Plans and Execute Equipment system maintenance to meet calibration and production schedules. • Manage manhour to achieve target business plans. • Works with other dept/external and internal vendors to meet company objectives. • Evaluate and Execute projects to achieve efficiency in company operations. • Institute manpower/leave control, discipline and mentoring of staff under his/her charge. • early budgeting and financial control of section expenditure. • Analyze and advise Manager and General Manager on section business growth potential to achieve company business targets. • Achieve Min Six Sigma Green belt accreditation with first two year of appointment. • Develop new tasks with reference to new repair 	<ul style="list-style-type: none"> • 830am to 6pm/ Calshot Road

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>schemes, modifications, inspections or related technical work. To formulate FAI, work instructions and manhour requirement.</p> <ul style="list-style-type: none"> • Work with Head, Operation to maximize WIP and improve TRT to enhance company operation tempo. 	
Technical Service Engineer	<ul style="list-style-type: none"> • Degree in Aeronautical / Manufacturing / Mechanical Engineering (Candidates with Aeronautical / Manufacturing / Mechanical Diploma and relevant experience will be considered). • Candidates without experience will be considered. • Good knowledge of high bypass gas turbine engines. • Good communication, analytical, engineering and project management skills. • Good technical problem-solving skills. 	<ul style="list-style-type: none"> • Liaise with customers and OEM to determine the work scope for Engines and Modules. • Create specific work instructions for Engines and Modules. • Evaluate OEM technical publications for shop's readiness to perform the tasks. • Provide technical support on Engines and Modules strip findings. • Produce Technical Summary on strip findings and work performed on Engines and Modules. • Raise Technical Variance requests to OEM where necessary to accept findings beyond limits. • Provide Engineering support on Sentencing and Kitting activities. • Perform investigation on Engines and Modules rejected from service and produce technical reports on investigation findings. • Create engine test instructions and support test trouble-shooting 	<ul style="list-style-type: none"> • 830am to 6pm/ 10 Calshot Road
Material Planning Executive	<ul style="list-style-type: none"> • Diploma in any discipline, Computer literate • Material planning, inventory management, purchasing, or a similar field is required • Good interpersonal and communication skills 	<ul style="list-style-type: none"> • Responsible for planning and monitoring Materials for Engine Repair or Overhaul. • Review MRP and replenish stock. • Raise Purchase Order and ensure availability of spares to support production schedules. • Coordinating with other departments regarding production goals, timelines, etc. 	<ul style="list-style-type: none"> • Shift/10 Calshot Road

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Previous experience in Aviation / SAP will be an advantage 	<ul style="list-style-type: none"> Scheduling and overseeing the supply and delivery of materials. Managing inventory issues, schedule changes, and cancellations. Mitigate shortage and carry out transfers if part not available on time. 	
Project Executive (2-year Contract)	<ul style="list-style-type: none"> Degree in Engineering or Business preferred, alternatively, Diploma in Engineering or Business with 3-5 year experience. Aviation/Aerospace experience preferred. MS Office (MS Word, MS Excel, MS PowerPoint, MS Project, PowerBI) Accreditation with a Project Management Body (e.g. PMI and/or APM) will be an advantage. Familiarity with Component Repair processes will be a plus. Experience in implementing technology projects will be a bonus. 	<ul style="list-style-type: none"> Lead low complexity projects Supports team in higher complexity projects Review project deadlines and budget with Program manager and other team members. Coordinating payments to subcontractors and vendors Maintaining and updating 3P Tool; in order to manage Project efficiently in line with OPM and meeting Audit Requirements Assist on project progress reports and make recommendations for ways to improve the project's progress Assist to analyze performance data to establish performance metrics Able to identify and develop risk mitigations To support Continuous Improvement initiatives to the function to improve the standards of Project Management and the role of the function in supporting the Department 	<ul style="list-style-type: none"> Shift/10 Calshot Road
Senior Customer Business Executive (Component Repair)	<ul style="list-style-type: none"> Possess a degree, preferably in Engineering with three years of experience in aerospace business, or equivalent Excellent team member, proactive in managing issues and possess sense of responsibility and ownership in his/her work and result 	<ul style="list-style-type: none"> Communicate with customers on all aspects of orders, such as delivery commitments, pricing and component repair status Develop overall support packages for commercial issues encountered by customers Accountable for accuracy and timeliness of all invoices Ensure payment for completed work is in line with contractual obligation Resolve invoice queries in line with agreed business objectives 	<ul style="list-style-type: none"> 830am to 6pm/10 Calshot Road

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Ability to build relationships both internally and externally Proficient in MS Office applications and Office 365 platforms, experience in SAP will be advantageous Excellent interpersonal and communication skills 	<ul style="list-style-type: none"> Administer warranty claims on behalf of customers Represent customers in internal meetings to ensure customers' requests and concerns are duly addressed Conduct periodic business reviews with customers Manage ad-hoc requests from customers Work closely with various internal and external stakeholders to identify cost saving opportunities Driving or supporting the identification of activities, measures and projects that are required in the wider business to support continuous improvement Ensure that Customer Business Excellence is delivered throughout the business 	
Test Cell Specialist	<ul style="list-style-type: none"> Degree in Mechanical/Aerospace Engineering discipline or equivalent (Candidates with relevant work experience will be considered) Possess Rolls Royce Engine Test experience or similar capacity in Testcell environment will be an advantage Possess good analytical and technical problem-solving skill A good team player with good communication skills 	<ul style="list-style-type: none"> Ensuring the performance, reliability, and safety of Rolls Royce engines. Reporting to Operations Manager, Requires you to be responsible for Testcell maintenance planning and resolving technical issues/problems/arisings promptly to ensure continuous operational flow 	<ul style="list-style-type: none"> Shift/10 Calshot Road
Technician (NDT)	<ul style="list-style-type: none"> NAS410 L2 certification in FPI/MPI/ECI/UTI/RT would be an advantage Knowledge and experience in chemical/mechanical cleaning preferred 	<ul style="list-style-type: none"> Perform visual and NDT inspection Perform manual/mechanical/chemical cleaning Work closely in accordance with Standard Operating Procedures, Data Cards, 	<ul style="list-style-type: none"> Shift/10 Calshot Road

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> At least 2 years relevant working experience Applicants must be able to meet near vision & color perception requirement 	Process Controls to achieve the highest quality of work.	

#10 Sengkang General Hospital

Sengkang General Hospital forms a vital part of Singapore's master plan to provide quality and accessible care to better serve the healthcare needs in North-Eastern Singapore. We focused on building a hospital that is built around prevention to beyond hospital care. Our vision - "Healthy Living. Fulfilling Life" and mission - "Better Health Together" were developed to guide and keep us on the right path. Our philosophy of care is based on prevention and wellness - from 'I' to 'WE' – from Illness to Wellness. Our multidisciplinary team of healthcare professionals are passionate for delivering care and helping people take ownership of their health and healthcare needs. If you share our passion and commitment, we invite you to SHINE WITH US!

Visit <https://www.skh.com.sg/careers> to find out more.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Patient Service Associate (Inpatient)	<ul style="list-style-type: none"> GCE N-level, O-level or above (A-level / NITEC / Higher NITEC / Diploma). 	<ul style="list-style-type: none"> Provide customer and support services for the assigned ward Assist to orientate patients and their relatives on the admission process and ensure smooth operation of the ward 	<ul style="list-style-type: none"> Staggered Timing

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Operating Theatre Technical Associate	<ul style="list-style-type: none"> Able to handle physically demanding work, which include transferring and assisting patients No specified specialization required. 	<ul style="list-style-type: none"> 'Be responsible for the smooth operation of the equipment in the operating theatres Assist the surgical team to transfer and position the patients as well as adjust the Operating Theatre lights 	<ul style="list-style-type: none"> 3 Rotating Shifts
Senior/ Patient Service Associate (Business Office - Billing & Claims)	<ul style="list-style-type: none"> GCE N-level, O-level or above (A-level / NITEC / Higer NITEC / Diploma). 	<ul style="list-style-type: none"> Process patient bills and claims timely, check bill accuracy and review completeness of patient documents for medical claims Handle patient enquiries relating to bills, claims and payments Provide administrative support to the department Participate in Quality Improvement projects and End User System testing 	<ul style="list-style-type: none"> Office Hours (Alt Sat)
Senior/ Patient Service Associate (Business Office - Accounts Receivable)	<ul style="list-style-type: none"> GCE N-level, O-level or above (A-level / NITEC / Higer NITEC / Diploma). 	<ul style="list-style-type: none"> Handle patient accounts receivable transactions involving journal postings, payment reconciliation, outstanding accounts review and follow-up Support front desk duties in cashiering, attending to patient enquiries on bills, claims, payment and financial assistance applications Be responsible for other duties which will include computing statistical information, checking document completeness, maintaining secured document keeping, providing administrative support to the department 	<ul style="list-style-type: none"> Office Hours (Alt Sat)
Senior/ Patient Service Associate (Business Office - Financial Counselling)	<ul style="list-style-type: none"> GCE N-level, O-level or above (A-level / NITEC / Higer NITEC / Diploma). 	<ul style="list-style-type: none"> Provide inpatient financial counselling to patients and their next-of-kin involving patient consent and authorization, estimated bills, healthcare financing and assistance schemes, payment options and payment collection Attend to financial counselling enquiries and follow through to ensure timely closure of case Be responsible for other duties which will include computing statistical information, checking document 	<ul style="list-style-type: none"> Office Hours (Alt Sat)

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		completeness, maintaining secured document keeping, participating in Quality Improvement projects, and providing administrative support to the department	
Accountant (Finance - B2B)	<ul style="list-style-type: none"> • Bachelor of Accountancy • More than 2 years of experiences 	<ul style="list-style-type: none"> • Manage the financial aspects of corporate business and foster collaboration and partnership with external entities • Provide financial advisory and support to workgroups and corporate clients • Perform costing analysis and establish pricing strategies, financial workflows and agreements while ensuring compliance with financial governance and standards • Analyse funding and business models • Provide financial insights to support management decision-making 	<ul style="list-style-type: none"> • Office Hours
Senior/Executive (Business Office - Billing and Claims)	<ul style="list-style-type: none"> • Bachelor of Accountancy • More than 2 years of experiences 	<ul style="list-style-type: none"> • Assist in coordinating and implementing policies, procedures and quality assurance required for the department • Provide supervision, coaching and training to the billing and claims team on service delivery, familiarisation of policies and procedures, and the use of billing systems • Process patient bills and claims timely and accurately, and manage the hospital's inpatient billing system and operations • Handle patient feedback and bill enquiries • Prepare financial statistics • Participate in Quality Improvement reviews and projects 	<ul style="list-style-type: none"> • Office Hours

#11 Unlisted Collection

Unlisted Collection is an umbrella brand that unites design-driven venues in the cosmopolitan cities of Singapore, Shanghai, Dublin, London, and Sydney. The hotels and restaurants are often housed in meticulously restored heritage buildings, transformed into innovative, cutting-edge lifestyle concepts that provide guests with an unforgettable experience.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Demi Chef	<ul style="list-style-type: none"> • Minimum with 1 to 3 years of relevant experience as a Demi Chef. • Good Knowledge of cooking methods, ingredients, equipment and processes • Able to multitask and work efficiently under pressure • Good communications skills • If you have a Food & Hygiene certificate will be an added advantage. 	<ul style="list-style-type: none"> • In charge of the daily mise en place and ordering for the assigned section. • Carry out given recipes and instructions with precision and speed. • Ensure strict health and hygiene practices. • Cleaning, organize and taking care of kitchen equipment as per instruction manuals • Receiving of stock and stock rotation. • Monitoring food portion and waste to maintain profit margin. • Preparing staff meal on rotational basis 	<ul style="list-style-type: none"> • Shift/Various locations
Chef De Partie	<ul style="list-style-type: none"> • Minimum with 2 to 4 years of relevant experience as a Demi Chef or Chef De Partie. • Good Knowledge of cooking methods, ingredients, equipment and processes • Able to multitask and work efficiently under pressure • Good communications skills • If you have a Food & Hygiene certificate will be an added advantage. 	<ul style="list-style-type: none"> • In charge of the daily mise en place and ordering for the assigned section. • Carry out given recipes and instructions with precision and speed. • Ensure strict health and hygiene practices. • Cleaning, organize and taking care of kitchen equipment as per instruction manuals • Receiving of stock and stock rotation. • Monitoring food portion and waste to maintain profit margin. • Preparing staff meal on rotational basis 	<ul style="list-style-type: none"> • Shift/Various Location
Restaurant Supervisor	<ul style="list-style-type: none"> • At least 2 years of relevant experience in Front of House (FOH) in F&B Industry. • Preferably with working in the casual restaurant • Able to multitask and work efficiently under pressure • Good communication and customer service skills • Having a Food & Hygiene certificate 	<ul style="list-style-type: none"> • Support Restaurant Manager in administering all facets of service operations. • Fully understand the concept of the restaurant and being able to act as a guardian in terms of service provided, food and beverages served and the guidance of the team. • Have the knowledge and understanding to explain and perform upselling all items offered by the department assigned as well as offering alternatives. 	<ul style="list-style-type: none"> • Shift/Various Location

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	will be an added advantage.	<ul style="list-style-type: none"> • Ensure that the place of work and surrounding area is kept clean and organized at all times. • Successfully perform opening and closing procedures established for the restaurant. • Handle guest enquiries in a courteous and efficient manner and report guest complaints and feedback to supervisors. • Report guest complaints immediately to the supervisors and ensuring follow up is performed with the guest. 	
Waiter/Waitress	<ul style="list-style-type: none"> • At least 1 years of relevant experience in Front of House (FOH) in F&B Industry. • Preferably with working in the casual restaurant • Able to multitask and work efficiently under pressure • Good communication and customer service skills • Having a Food & Hygiene certificate will be an added advantage. 	<ul style="list-style-type: none"> • Support Restaurant/Assistant Restaurant Manager in administering all facets of service operations. • Fully understand the concept of the restaurant and being able to act as a guardian in terms of service provided, food and beverages served and the guidance of the team. • Have the knowledge and understanding to explain and perform upselling all items offered by the department assigned as well as offering alternatives. • Ensure that the place of work and surrounding area is kept clean and organized at all times. • Successfully perform opening and closing procedures established for the restaurant. • Handle guest enquiries in a courteous and efficient manner and report guest complaints and feedback to supervisors. • Report guest complaints immediately to the supervisors and ensuring follow up is performed with the guest. 	<ul style="list-style-type: none"> • Shift Work/Various Location
Service Captain	<ul style="list-style-type: none"> • At least 2 years of relevant experience in Front of House (FOH) in F&B Industry. • Preferably with working in fine dining restaurant 	<ul style="list-style-type: none"> • Support Restaurant in administering all facets of service operations. • Fully understand the concept of the restaurant and being able to act as a guardian in terms of service provided, food and 	<ul style="list-style-type: none"> • Shift/Various Location

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Able to multitask and work efficiently under pressure • Good communication and customer service skills • Having a Food & Hygiene certificate will be an added advantage. 	beverages served and the guidance of the team. <ul style="list-style-type: none"> • Have the knowledge and understanding to explain and perform upselling all items offered by the department assigned as well as offering alternatives. • Ensure that the place of work and surrounding area is kept clean and organized at all times. • Successfully perform opening and closing procedures established for the restaurant. • Handle guest enquiries in a courteous and efficient manner and report guest complaints and feedback to supervisors. • Report guest complaints immediately to the supervisors and ensuring follow up is performed with the guest. 	

#12 Woodlands Transport/ WTS Travel & Tours

Founded in 1974, Woodlands Transport is one of Singapore's most established and largest private transport operator (Bus Charter and Construction Vehicles). Woodlands Transport has over 800 vehicles and is the proverbial Singapore success story demonstrating an illustrious journey through generations in the last 40 years. Woodlands Transport strives and are constantly driving towards providing our customers with a more efficient, comfortable and safe travelling experience.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Prime Mover Driver	<ul style="list-style-type: none"> • Class 4 driving licence 	<ul style="list-style-type: none"> • Delivery of construction loads / materials to clients' sites, yards and plants. • Report any defects, accidents or violations to the supervisor. • Maintain cleanliness and upkeep of the vehicle. 	<ul style="list-style-type: none"> • 7.5hr/No.8, Gul Circle, Singapore 629564

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Motor Vehicle Mechanic	<ul style="list-style-type: none"> Technical and diagnosis skills and class 3 driving licence is preferred. 	<ul style="list-style-type: none"> Perform servicing and repairs on buses and heavy vehicles. Conduct component overhaul as required. Carry out fault diagnosis to identify and address mechanical issues. 	<ul style="list-style-type: none"> 8 hour/ No.8, Gul Circle, Singapore 629564
Bus Driver (Travel)	<ul style="list-style-type: none"> Class 4 driving licence with valid BDVL 	<ul style="list-style-type: none"> Drive bus to pick up passengers from point A to point B Transport passengers to Genting Highlands 	<ul style="list-style-type: none"> 8hour/ No.8, Gul Circle, Singapore 629564
Bus Driver	<ul style="list-style-type: none"> Class 4 driving licence with valid BDVL 	<ul style="list-style-type: none"> Drive bus to pick up passengers from point A to point B 	<ul style="list-style-type: none"> 8hour/ No.8, Gul Circle, Singapore 629564
Bus Driver (School Bus)	<ul style="list-style-type: none"> Class 3 driving licence with valid BDVL 	<ul style="list-style-type: none"> Ferry students to and from school Ensure the bus condition is maintained at all times 	<ul style="list-style-type: none"> 8hour/ No.8, Gul Circle, Singapore 629564
Operations Executive	<ul style="list-style-type: none"> Previous experience in managing transport or school bus transport business is advantageous. High level of interpersonal skills. Communicate effectively both verbally and in writing. 	<ul style="list-style-type: none"> Manage all elements of planning, organization, coordination, supervision and customer service of the operational aspects of assigned school. 	<ul style="list-style-type: none"> 8hour/ No.8, Gul Circle, Singapore 629564
Tour Consultant	<ul style="list-style-type: none"> Certification or training in travel planning, familiar with computer reservation system (CRS). Excellent communication skills 	<ul style="list-style-type: none"> Provide excellent customer service and respond to client inquiries and concerns. Book tours, flights, cruises, coaches, accommodations, rental cars and other travel arrangements. 	<ul style="list-style-type: none"> 9hour/ No.8, Gul Circle, Singapore 629564
Travel Operations & Operations Executive	<ul style="list-style-type: none"> Diploma in travel and tourism or relevant work experience. 	<ul style="list-style-type: none"> Oversee and manage the daily operations within the operations team. You will ensure that all travel-related services are carried out efficiently, effectively, and in line with company standards. 	<ul style="list-style-type: none"> 8hour/ No.8, Gul Circle, Singapore 629564
Trailer Truck / Tanker Driver	<ul style="list-style-type: none"> Singapore class 4 / 5 driving license Minimum one (1) year of relevant driving experience Minimum one (1) year of practical experience in a similar role 	<ul style="list-style-type: none"> Load and unload goods / materials at designated sites Able to work in a dynamic construction environment and contribute to meaningful projects Perform basic maintenance and upkeeping of vehicles Safety of vehicle and traffic management plan 	<ul style="list-style-type: none"> 8hour/ No.8, Gul Circle, Singapore 629564

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Customer Service Executive	<ul style="list-style-type: none"> Be proficient in handling or facilitating urgent communication exercises and conflict resolutions/de-escalations that involves thousands of individual customers (such as breach of privacy, safeguarding, accidents, etc). 	<ul style="list-style-type: none"> Be proficient in handling or facilitating urgent communication exercises and conflict resolutions/de-escalations that involves thousands of individual customers (such as breach of privacy, safeguarding, accidents, etc). 	<ul style="list-style-type: none"> 8hour/ No.8, Gul Circle, Singapore 629564

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#13 e2i services

e2i Services

- Career Coaching & Job Matching

NTUC Job Security Council's Telegram Channels

Be alerted daily on the latest job vacancies from hiring companies.

- Subscribe to **PMET Jobs-Alert**
(e.g. Analysts, Engineers, Executives, Technicians, etc)
<https://bit.ly/jsc-ja-pmet>
- Subscribe to **Non-PMET Jobs-Alert**
(e.g. Temporary, part-time jobs, operators, packer roles)
<https://bit.ly/jsc-ja-nonpmet>



Check out our e-Resources for Jobs & Skills

Explore this site to get this information:

- Career Resource kit for Professionals
 - Career Assessment Tool
 - e2i Resume Builder
 - Career Fairs
- and many more.

<https://e2i.sg/crp-yellow?r=qr>



Find out the benefits you will enjoy as a NTUC Union Member. Sign up today!



<https://ntuc.co/4cxkqt4?r=qr>

Concerned about your Job Security in this period?

In this critical period, we wish to help all workers to tighten their job security. We have compiled a list of resources for you to widen your search, sharpen your skills, and receive funding support.

Meet an e2i Career Coach

For jobseekers who need to speak to a career coach for career advisory and support, they can make an appointment online to meet up with an e2i coach for one-to-one coaching.

<https://e2i.sg/cg-cp123?r=qr>



You can also reach them at the following centres (By appointment only):

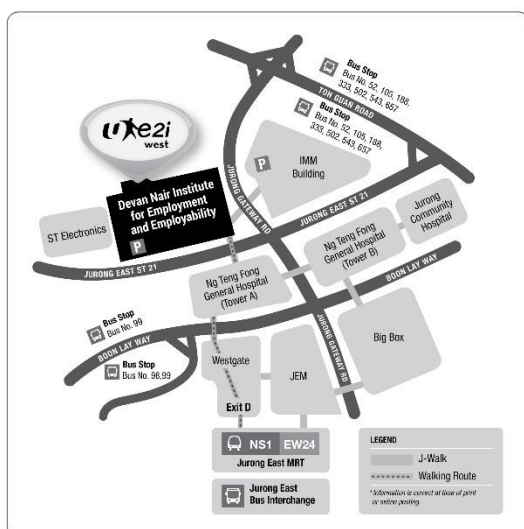


e2i west

Devan Nair Institute of Employment and Employability
80 Jurong East St 21 Level 2
Singapore 609607



Find us at these other locations.



<https://e2i.sg/locjw2?r=qr>

Operating Hours: Monday till Friday: 9am to 5pm
Saturday: 9am to 1pm
Sunday & Public Holiday: Closed