

JOB LISTING BOOKLET B (AUG 2024)



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

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 1880

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Senior/Guest Relations Executive (Receptionist)	<ul style="list-style-type: none"> • - Flexible hours available • - 1 year of relevant work experience required for this role • - Working rights required for this role 	<ul style="list-style-type: none"> - Welcoming members and guests, checking their table/event reservations and ushering them in to the allocated area - Handling enquiries through email, WhatsApp and phone calls. - Completing administrative tasks such as filing, printing/photocopying/scanning , data entry, briefing sheets, reservations forecast of the week etc. - Responding to requests for help and information - Providing services, such as signing members up for events, arranging to send care packages to members, birthday or other celebratory messages and packages to members, providing gym access cards, carpark coupons etc. - Preparing Statement of Account and any other bills that members wish to pay at the front desk and ensuring prompt payments - Liaising with reciprocal members clubs around the world to access and book tables - Helping to set up for events in the private rooms - Coordinating with the floor staff with regards to members' requests/reservations to ensure a flawless dining/event service. 	<ul style="list-style-type: none"> • - 5-day work week • - Late night transportation • - Location: Robertson Quay

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Service Crew/ Captain	<ul style="list-style-type: none"> • Flexible hours available • 1 year of relevant work experience required for this role • Working rights required for this role • Ensure the highest level of member experience with your personal finesse and proactiveness. • Highlight specials and provide menu recommendations, take orders, and attend to special requests. • Engage with members, guests, and the team. • Set up tables and side stations and deliver the highest level of service and attentiveness to our guests." • - 5-day work week • Late night transportation • Location: Robertson Quay 	<ul style="list-style-type: none"> • Ensure the highest level of member experience with your personal finesse and proactiveness. • Highlight specials and provide menu recommendations, take orders, and attend to special requests.Engage with members, guests, and the team. • Set up tables and side stations and deliver the highest level of service and attentiveness to our guests. 	

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Service Crew/ Captain	<ul style="list-style-type: none"> - Flexible hours available - 1 year of relevant work experience required for this role - Working rights required for this role 	<ul style="list-style-type: none"> - Ensure the highest level of member experience with your personal finesse and proactiveness. - Highlight specials and provide menu recommendations, take orders, and attend to special requests. - Engage with members, guests, and the team. - Set up tables and side stations and deliver the highest level of service and attentiveness to our guests. 	<ul style="list-style-type: none"> - 5-day work week - Late night transportation - Location: Robertson Quay

#1 DFI

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Cold Storage Department Manager (Island wide)	<ul style="list-style-type: none"> • Willing to stand for long hours and enjoy interacting with customers • Physical work required and able to carry 10-15 kg products • Relevant experience in Retail/F&B industry will be an added advantage • 2-3 years of relevant work experience required for this role • Working rights required for this role 	<ul style="list-style-type: none"> • Maintain smooth workflows and efficient operations by supervising, supporting, and delegating tasks during shifts • Build positive employee experiences on every shift. Provide coaching and feedback. Cultivate a positive work culture that fosters teamwork and collaboration • Deliver exceptional customer service and lead by example to create a welcoming store environment 	<ul style="list-style-type: none"> • - Willingness to engage in shift work, which includes work on weekends and PH. • - Multiple Location • - Comfortable to work on a 6 days' week schedule with rotating shifts (including weekends and public holidays)

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Adhere to company procedures for store opening/closing, coordinate shift schedules, monitor attendance and promptly address performance issues. Enforce company policies and standards Provide operational support and perform store tasks. Oversee store cleanliness and stock organization Maintain rigorous quality. Conduct regular store inspections to ensure compliance with regulations Monitor sales performance and assist the store manager in achieving targets Clearly communicate store updates to facilitate smooth shift handovers. Report any issues, incidents, or employee performance concerns to the store manager 	

#2 Don Don Donki

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Cashier	<ul style="list-style-type: none"> Flexible hours available No experience required for this role Working rights required for this role 	<ul style="list-style-type: none"> Cashiering Support Self-Check Out (SCO) Counters Duties include replenishment of Plastic Bags, Utensils, Ice Packs, Pushing Baskets & Trolleys to allocated locations 	<ul style="list-style-type: none"> Rotating shifts between 8am and 1230mn Multiple Locations

#3 KFC / PIZZA HUT

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Kitchen Assistant	<ul style="list-style-type: none"> No experience required for this role Working rights required for this role 	<ul style="list-style-type: none"> Prepare high-quality food ingredients such as sauces, spring onions, tomatoes, and potatoes Cook food items like porridge, whipped potato with gravy, chicken nuggets, eggs etc Monitor the cooking time for the respective food items Ensure exact measurement of all ingredients are prepared for all types of food and check the expiry date before using them. Assemble and package burgers, twisters and rice bowls neatly Follow all relevant food health, workplace safety and food waste management requirements Monitor inventory and communicate with the manager when stock and supplies are running low Ensure that kitchen area, equipment and utensils are cleaned at the start and end of work shift. 	<ul style="list-style-type: none"> 5 days' work week, availability for weekend shift also Various Locations
Team Members	<ul style="list-style-type: none"> 1 year of relevant work experience required for this role Working rights required for this role 	<ul style="list-style-type: none"> More information will be shared during walk in interview 	<ul style="list-style-type: none"> Various Locations
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#4 KOUFU

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Counter Crew (Coffeeshop/Foodcourt)	<ul style="list-style-type: none"> Flexible hours available No experience required for this role 	<ul style="list-style-type: none"> Take orders Cashiering & counter duties 	<ul style="list-style-type: none"> Flexible Hours Various Location available.

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Working rights required for this role 	<ul style="list-style-type: none"> Food preparation such as cooking desserts, cutting fruits, dim sum and drinks (training will be provided) Any other job duties as assigned by the F&B Supervisor. 	<ul style="list-style-type: none"> Candidate will be posted to the nearest available outlet according to home address
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#5 LUCKIN COFFEE SINGAPORE

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Part Time Barista	<ul style="list-style-type: none"> No previous experience required. Training will be provided Can commit at least 15hours work per 	<ul style="list-style-type: none"> Essential job functions include but are not limited to the following: Acts with integrity, honesty and knowledge that promote the 	<ul style="list-style-type: none"> Flexible Hours available Changi

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	week, and for the long-term <ul style="list-style-type: none"> • Available to work flexible hours that may include early mornings, evenings, weekends and/or public holidays • Maintain regular and consistent attendance and punctuality 	culture, values and mission of LUCKIN COFFEE. <ul style="list-style-type: none"> • Anticipates customer and store needs by constantly evaluating environment and customers for cues. • Communicates information to manager so that the team can respond as necessary to create the Third-Place environment during each shift. • Contributes to a positive team environment by recognizing alarms or changes in partner morale and performance and communicating them to the store manager. • Delivers legendary customer service to all customers by acting with a customer comes first attitude and connecting with the customer. Discovers and responds to customer needs. • Follows LUCKIN COFFEE operational SOP, to ensure the safety of all partners during each shift. • Maintains regular and punctual attendance 	
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#6 SHAKE SHACK

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Team Members	<ul style="list-style-type: none"> • Flexible hours available • No experience required for this role • Working rights required for this role 	<ul style="list-style-type: none"> • Preparation of food in compliance with health and safety standards • General cleaning and maintenance of kitchen equipment • Ensuring smooth daily operations • Assist in inventory management 	<ul style="list-style-type: none"> • 5 Day Work Week (Including Sat, Sun & PH) • Neil Road/ Outram

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Assistant Store Manager	<ul style="list-style-type: none"> • At least 3 years' experience in the service industry • 3 years' experience in a similar store managerial role. • Leadership experience in store operations, building effective teams and coaching for performance. • Basic understanding of financial management and budgeting. • Knowledge of local employment regulations, health and safety standards. • Willingness to work in a fast-paced environment and adapt to changes. 	<ul style="list-style-type: none"> • Oversee daily operations - includes inventory management, ordering, store organization and cleanliness • Source, hire and onboard new employees. Coach for performance and address employee grievances • Build a positive store culture that fosters teamwork and collaboration • Plan and schedule shifts to ensure optimal store staffing • Champion service excellence with the team. Role model and train employees to deliver great customer service • Maintain rigorous quality control according to standards. Monitor product quality and consistency. Conduct regular store inspections to ensure compliance with regulations • Drive sales and marketing initiatives to attract and retain customers. • Lead team to promote limited-time offers, events and loyalty programs • Prepare and manage store budget, monitor expenses and revenue. Review financial reports, propose and implement sales strategies • Organize and deliver training to improve employees' product knowledge, skills and service standards 	<ul style="list-style-type: none"> • Willingness to engage in shift work, which includes work on weekends and PH. • Multiple Locations

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
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#8 Tiong Nam Logistics

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Delivery Assistant	<ul style="list-style-type: none"> • Singaporeans only may apply • Min 1 Year Experience as Cargo Hand in Logistics / Supply Chain Industry. • Past experience as packers, delivery attendants are welcomed to apply. • Healthy and Able to carry heavy load. 	<ul style="list-style-type: none"> • Assist Driver to check shipment and perform delivery to multiple locations • Assist Warehouse Activity i.e. packing and picking whenever completed deliveries • Any other ad-hoc duties 	<ul style="list-style-type: none"> • 5 days work week • Able to work on Saturday and Support on off-day / public holiday when required. • Jurong East

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Able to work on Saturday and Support on off-day / public holiday when required. 		
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#9 WHSMITH

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Sales Assistant (Full Time)	<ul style="list-style-type: none"> • Applicants must be fully vaccinated. • Applicants must be located in Singapore, all nationalities are welcome to apply. • Physically fit – can carry cartons & boxes 15kg – 25kg • Possess basic computer knowledge eg. Microsoft Excel • Must be able to work for shift and 5 days work week. • Those with retail background will have an added advantage. • Able to work as part of a team and take initiative independent of direct supervision • Candidate must possess at least a GCE 'N' level • Work attire: Full black - collar top, pants & covered shoes 	<ul style="list-style-type: none"> • Customer service duties such as greetings and assist customer with purchase. • Attaching price tags to merchandise on the shop floor. • Replenishing the supply of stock on the shelves. • Assisting with store deliveries. • Cashiering duties - training will be provided. • Perform area cleaning duties and maintain good housekeeping practices in the store. 	<ul style="list-style-type: none"> • Location: Changi Airport Singapore • Rotational Shift (must able to commit):- • A shift = 5.45AM* - 3.30PM // 7.00AM - 7.45PM • B shift = 3.15PM - 1.00AM* // 1.15PM - 11.00PM // 2.15PM - 12.00AM • C shift = 10.15 PM - 8.00AM (Midnight Shift) *Transport provided for odd hours.

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
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#10 VERTI HUMAN

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Restaurant F&B Kitchen/service crew	<ul style="list-style-type: none"> • Able to commit certain weekends • Fluent in English • Experience in F&B preferred, those with none are welcomed to apply • Students welcome to apply (central only) • Able to stand long hours (at least 6 hours a day) • Working rights required for this role 	<ul style="list-style-type: none"> • Take order, serving and cashier • Maintain cleanliness of area 	<ul style="list-style-type: none"> • 9:30am-10:30pm • Working 5 days per week

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Restaurant F&B Management Trainee	<ul style="list-style-type: none"> • Able to commit certain weekends • Fluent in English • Experience in F&B preferred, those with none are welcomed to apply • Students welcome to apply (central only) • Able to stand long hours (at least 6 hours a day) • Working rights required for this role 	<ul style="list-style-type: none"> • Take order, serving and cashier • Maintain cleanliness of area • Train, roster, and supervise premises • Combine Service Crew and Chef 	<ul style="list-style-type: none"> • 9:30am-10:30pm • Working 5 days per week
Restaurant F&B Chef	<ul style="list-style-type: none"> • Able to commit certain weekends • Fluent in English • Experience in F&B preferred, those with none are welcomed to apply • Students welcome to apply (central only) • Able to stand long hours (at least 6 hours a day) • Working rights required for this role 	<ul style="list-style-type: none"> • Take order, serving and cashier • Maintain cleanliness of area • Train, roster, and supervise premises 	<ul style="list-style-type: none"> • 9:30am-10:30pm • Working 5 days per week
Café F&B Cleaner	<ul style="list-style-type: none"> • Able to commit certain weekends • Fluent in English • Experience in F&B preferred, those with none are welcomed to apply • Students welcome to apply (central only) • Able to stand long hours (at least 6 hours a day) • Working rights required for this role 	<ul style="list-style-type: none"> • Take order, serving and cashier • Maintain cleanliness of area • Train, roster, and supervise premises 	<ul style="list-style-type: none"> • 10 am – 8pm • Working 5 days per week
Café F&B Crews	<ul style="list-style-type: none"> • Able to commit certain weekends • Fluent in English • Experience in F&B preferred, those with 	<ul style="list-style-type: none"> • Take order, serving and cashier • Maintain cleanliness of area 	<ul style="list-style-type: none"> • 44 hours per week • Working 5 days per week

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>none are welcomed to apply</p> <ul style="list-style-type: none"> • Students welcome to apply (central only) • Able to stand long hours (at least 6 hours a day) • Working rights required for this role 		
Café F&B Chef	<ul style="list-style-type: none"> • Able to commit certain weekends • Fluent in English • Experience in F&B preferred, those with none are welcomed to apply • Students welcome to apply (central only) • - Able to stand long hours (at least 6 hours a day) • Working rights required for this role 	<ul style="list-style-type: none"> • Take order, serving and cashier • Maintain cleanliness of area 	<ul style="list-style-type: none"> • 10 am – 8pm • Working 5 days per week
Hawker Kitchen Assistants	<ul style="list-style-type: none"> • Able to commit certain weekends • Fluent in English, Mandarin • Experience in F&B preferred, those with none are welcomed to apply • Students welcome to apply (central only) • Able to stand long hours (at least 6 hours a day) • Working rights required for this role 	<ul style="list-style-type: none"> • Take order, serving and cashier • Maintain cleanliness of area • Deep frying according to recipe • Change oil where needed 	<ul style="list-style-type: none"> • 10 am – 8pm • Working 5 days per week
Hawker F&B Sellers	<ul style="list-style-type: none"> • Able to commit certain weekends • Fluent in English, Mandarin • Experience in F&B preferred, those with none are welcomed to apply • Students welcome to apply (central only) 	<ul style="list-style-type: none"> • Take order, serving and cashier • Maintain cleanliness of area • Deep frying according to recipe • Change oil where needed 	<ul style="list-style-type: none"> • 10 am – 8pm • Working 5 days per week

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Able to stand long hours (at least 6 hours a day) • Working rights required for this role 		
Supermarket Promoter	<ul style="list-style-type: none"> • Able to commit certain weekend • Fluent in English • Experience in F&B preferred, those with none are welcomed to apply • Students welcome to apply • Working rights required for this role 	<ul style="list-style-type: none"> • Promoting Halal organic chicken • Stock count/ take, and reporting 	<ul style="list-style-type: none"> • 10 am – 6pm • Working 5 days per week
Warehouse Assistant	<ul style="list-style-type: none"> • Positive attitude, accountability, and eagerness to learn. • Physically capable of working in a warehouse setting. • Structured and self-sufficient worker with strong organizational skills. • Having a valid forklift driving license is a plus. • Basic computer literacy is advantageous. • No quota available. 	<ul style="list-style-type: none"> • Manage receiving and inspection of incoming goods • Handle picking, packing, and shipping for local and international orders. • Manage loading and unloading, organising, labelling, and packaging of products. • Coordinate with Customer Service to ensure timely processing of orders. • Enforce warehouse procedures and safety protocols. 	<ul style="list-style-type: none"> • 8.30am – 12.30pm • Working 5.5 days per week
Information Technology	<ul style="list-style-type: none"> • At least 1-2 years of IT Experience • Willing to do sales 	<ul style="list-style-type: none"> • Selling of IT Services to client 	<ul style="list-style-type: none"> • 44 hours per week • Working 5 days per week
Design Engineer	<ul style="list-style-type: none"> • At least 3 years of packaging design • Experience in Project Handling 	<ul style="list-style-type: none"> • Overseeing packaging design projects • Main POC approvals and liaising with team in India 	<ul style="list-style-type: none"> • 44 hours per week • Working 5 days per week
PT Café F&B Crews	<ul style="list-style-type: none"> • Able to commit certain weekends • Fluent in English • Experience in F&B preferred, those with none are welcomed to apply 	<ul style="list-style-type: none"> • Take order, serving and cashier • Maintain cleanliness of area 	<ul style="list-style-type: none"> • 44 hours per week • Working 5 days per week

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Students welcome to apply (central only) Able to stand long hours (at least 6 hours a day) Working rights required for this role 		
PT DogSitter	<ul style="list-style-type: none"> Experience in dog handling Able to speak Mandarin Below age 30 	<ul style="list-style-type: none"> Cleaning and taking care of dog Taking dogs on walks and playing with dogs 	<ul style="list-style-type: none"> 7am – 3pm Working 5 days per week
PT DogCare Driver	<ul style="list-style-type: none"> At least 2 years driving experience Experience in dog handling 	<ul style="list-style-type: none"> Fetching and dropping off dogs Driving dogs to home 	<ul style="list-style-type: none"> 6.45am – 6.15pm Working 5 days per week
PT Café Service Crew	<ul style="list-style-type: none"> Able to climb stairs occasionally Fluent in English 	<ul style="list-style-type: none"> Take order, serving and cashier 	<ul style="list-style-type: none"> 11am – 5pm Working 5 days per week
Café Service Crew	<ul style="list-style-type: none"> Able to climb stairs occasionally Fluent in English 	<ul style="list-style-type: none"> Take order, serving and cashier 	<ul style="list-style-type: none"> 11am – 5pm Working 5 days per week
PT Café Service Crew	<ul style="list-style-type: none"> Experience in F&B Fluent in Mandarin 	<ul style="list-style-type: none"> Take order, serving, and cashier Maintain cleanliness of the area 	<ul style="list-style-type: none"> 44 hours per week Working 3 days per week
PT Chef (Roasted Meat)	<ul style="list-style-type: none"> Able to speak Chinese and English. Must be able to commit weekends/ PH. Familiarity with the Chinese customer base. 1 year of experience in F&B. 	<ul style="list-style-type: none"> Food Preparation Cooking according to recipe Maintain cleanliness of the area Oversee the operations 	<ul style="list-style-type: none"> Up to 8hours Working 5 days per week
Chef (Roasted Meat)	<ul style="list-style-type: none"> Able to speak Chinese and English. Must be able to commit weekends/ PH. Familiarity with the Chinese customer base. 1 year of experience in F&B. 	<ul style="list-style-type: none"> Food Preparation Cooking according to recipe Maintain cleanliness of the area Oversee the operations 	<ul style="list-style-type: none"> Up to 8hours Working 5 days per week

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Chef (Economical Rice)	<ul style="list-style-type: none"> • Able to speak Chinese and English. • Must be able to commit weekends/ PH. • Familiarity with the Chinese customer base. • 1 year of experience in F&B. 	<ul style="list-style-type: none"> • Food Preparation • Cooking according to recipe • Maintain cleanliness of the area • Oversee the operations 	<ul style="list-style-type: none"> • Up to 8hours • Working 3 days per week
Chef (Economical Rice)	<ul style="list-style-type: none"> • Able to speak Chinese and English. • Must be able to commit weekends/ PH. • Familiarity with the Chinese customer base. • 1 year of experience in F&B. 	<ul style="list-style-type: none"> • Food Preparation • Cooking according to recipe • Maintain cleanliness of the area • Oversee the operations 	<ul style="list-style-type: none"> • Up to 8hours • Working 5 days per week
PT Chopper (Roasted Meat)	<ul style="list-style-type: none"> • Able to speak Chinese and English. • Must be able to commit weekends/ PH. • Familiarity with the Chinese customer base. • 1 year of experience in F&B. 	<ul style="list-style-type: none"> • Food Preparation • Chop ingredients for dishes • Collaborate with kitchen staff • Maintain cleanliness of the area 	<ul style="list-style-type: none"> • Up to 8hours • Working 3 days per week
Chopper (Roasted Meat)	<ul style="list-style-type: none"> • Able to speak Chinese and English. • Must be able to commit weekends/ PH. • Familiarity with the Chinese customer base. • 1 year of experience in F&B. 	<ul style="list-style-type: none"> • Food Preparation • Chop ingredients for dishes • Collaborate with kitchen staff • Maintain cleanliness of the area 	<ul style="list-style-type: none"> • Up to 8hours • Working 5 days per week
PT Chopper (Economical Rice)	<ul style="list-style-type: none"> • Able to speak Chinese and English. • Must be able to commit weekends/ PH. • Familiarity with the Chinese customer base. • 1 year of experience in F&B. 	<ul style="list-style-type: none"> • Food Preparation • Chop ingredients for dishes • Collaborate with kitchen staff • Maintain cleanliness of the area 	<ul style="list-style-type: none"> • Up to 8hours • Working 3 days per week
Chopper (Economical Rice)	<ul style="list-style-type: none"> • Able to speak Chinese and English. • Must be able to commit weekends/ PH. • Familiarity with the Chinese customer base. 	<ul style="list-style-type: none"> • Food Preparation • Chop ingredients for dishes • Collaborate with kitchen staff • Maintain cleanliness of the area 	<ul style="list-style-type: none"> • Up to 8hours • Working 5 days per week

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> 1 year of experience in F&B. 		
PT Service Crew/Cashier (Roasted Meat)	<ul style="list-style-type: none"> Able to speak Chinese and English. Must be able to commit weekends/ PH. Familiarity with the Chinese customer base. 1 year of experience in F&B. 	<ul style="list-style-type: none"> Process customer orders and payments. Provide friendly and efficient service. Maintain cleanliness of the area. 	<ul style="list-style-type: none"> Up to 8hours Working 3 days per week
Service Crew/Cashier (Roasted Meat)	<ul style="list-style-type: none"> Able to speak Chinese and English. Must be able to commit weekends/ PH. Familiarity with the Chinese customer base. 1 year of experience in F&B. 	<ul style="list-style-type: none"> Process customer orders and payments. Provide friendly and efficient service. Maintain cleanliness of the area. 	<ul style="list-style-type: none"> Up to 8hours Working 5 days per week
Service Crew/Cashier (Economical Rice) Part Time	<ul style="list-style-type: none"> Able to speak Chinese and English. Must be able to commit weekends/ PH. Familiarity with the Chinese customer base. 1 year of experience in F&B. 	<ul style="list-style-type: none"> Process customer orders and payments. Provide friendly and efficient service. Maintain cleanliness of the area. 	<ul style="list-style-type: none"> Up to 8hours Working 3 days per week
Service Crew/Cashier (Economical Rice) Full-Time	<ul style="list-style-type: none"> Able to speak Chinese and English. Must be able to commit weekends/ PH. Familiarity with the Chinese customer base. 1 year of experience in F&B. 	<ul style="list-style-type: none"> Process customer orders and payments. Provide friendly and efficient service. Maintain cleanliness of the area. 	<ul style="list-style-type: none"> Up to 8hours Working 5 days per week
Café Manager	<ul style="list-style-type: none"> Take order, serving and cashier Maintain cleanliness of area Train, roster and supervise staff 	<ul style="list-style-type: none"> Take order, serving and cashier Maintain cleanliness of area Train, roster and supervise staff 	<ul style="list-style-type: none"> 44 hours per week Working 5 days per week

#11 WOODLANDS TRANSPORT

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"> 6 days per week 7.5 hours per day
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"> 5.5 days per week 8 hours per day
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"> 6 days per week 8 hours per day
OPERATIONS EXECUTIVE	<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"> 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"> 5 days per week 8 hours per day
Tour Consultant	<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"> Certification or training in travel planning, familiar with computer reservation system (CRS). Excellent communication skills 	<ul style="list-style-type: none"> 5 days per week 8 hours per day
Travel Operations & Operations Executive	<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"> Diploma in travel and tourism or relevant work experience. 	<ul style="list-style-type: none"> 5 days per week 8 hours per day

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>

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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

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