



JOB LISTING BOOKLET

e2i Skills & Career Fair @ Choa Chu Kang Lot 1

[5 November 2025 | 11am to 7pm]

Last registration: 6.30pm



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

Only for Singaporeans

Content Page

Pages [\[Click on the specific role to view more details\]](#)

#1 DUCK KING ONE	4
• Administrative Assistant	4
• General Cleaner (Part-Time)	4
• Human Resources Assistant	5
• Kitchen Assistant (Full-Time)	5
• Kitchen Assistant (Part-Time)	6
• Quality Assurance Executive	6
• Quality Control Officer	7
• Service Crew (Part-Time)	7
• Stall Assistant (Full-Time)	8
• Stall Assistant (Part-Time)	8
#2 GARDENIA FOODS (S)	9
• Distribution Clerk (Despatch)	9
• IT Assistant (Temp)	9
• Production Operator	10
• Project Engineer	10
• QC Inspector (Full-Time 1 Year Contract)	11
• Van Salesman	11
• Vending Sales, Head	11
#3 SINGABITE	12
• Back of House (BOH) Kitchen Assistant	13
• Food Court Stall/Kitchen Assistant (Full-Time)	13
• Food Court Stall/Kitchen Assistant (Long Term Contract)	14
• Food Court Stall/Kitchen Assistant (Long Term Contract)	14
• Front of House (FOH) Service Crew	14
• Store Manager	15
• Store Supervisor	15
#4 SINGAPORE SAIZERIYA	16
• Kitchen Assistant (Full-Time)	16

• Kitchen Assistant (Part-Time)	16
• Management Trainee	17
• Service Crew (Full-Time)	17
• Service Crew (Part-Time)	18
#5 THE PROVIDORE SINGAPORE	18
• Assistant Lead Barista	18
• Assistant Restaurant Lead	18
• Barista	19
• Finance Manager	19
• Head Chef (Outlet) / Outlet Head Chef	19
• Junior Sous Chef	20
• Logistics & Supply Chain Executive / Coordinator	20
• Multi-Outlet Head of Service	20
• Operations Manager	21
• Procurement & Sourcing Officer	21
• Restaurant Manager	21
• Senior Sous Chef	22
• Service crew	22
• Sous Chef	22
• Steward	23
• Stove Chef / Line Cook	23
• Supervising Chef / Chef Supervisor	23
• Trainee Chef / Apprentice Chef	24
#6 WATAMI FOOD SERVICE SINGAPORE	24
• Dishwasher	24
• Kitchen Crew	25
• Management Trainee	25
• Service Crew	26
e2i SERVICES	26

#1 DUCK KING ONE

The 70s Braised Delicacies

A dynamic duck rice stall emerged at 60 Stalls, Yung Sheng Road and Market. It's renowned for its Teochew-style duck rice, the stall's flavourful dishes became a local sensation.

The fragrant duck and perfectly cooked rice drew in a loyal community, turning the stall into a cherished gathering spot.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Administrative Assistant	Key Responsibilities • Provide administrative support to Director of Operations, central kitchen team and general F&B operations • Manage daily office operations, including handling phone calls, emails, and correspondence • Assist with menu translation, design, and printing for all outlets • Assist with scheduling, leave applications, all data concerning in F&B department • Assist with procurement, distribution, and inventory of office and operational supplies for outlets • Any other duties as directed Pre-requisites • Minimum GCE "O" Level education • Minimum 2 years of administrative or office support experience, preferably within the food service industry • Proficiency in Microsoft Office	• 5-day work week • 44 hours per week • Postal code: 159471
General Cleaner (Part-Time)	Key Responsibilities • Wash, stack, sort, and store dishes, glassware, utensils, and cookware • Maintain a clean kitchen and keep dish area organized and free of clutter • Set up dish stations, including dishwashing machines and sinks • Maintain clean, dry floors throughout the shift • Assist in storing food deliveries • Monitor trash cans throughout shift, making sure to remove full trashcans and boxes as needed and at the end of each shift • Assist in simple food preparation • Any other duties as directed Pre-requisites • Work effectively to promote harmony and teamwork • Able to speak basic Chinese/English to converse with Chinese/English speaking customers • Able to work shift - weekends and public holidays • Candidate with Food Hygiene Certificate will be an added advantage	• 5-day work week • 25 hours per week • Location: Multiple locations

[Click here for Content Page](#)

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Human Resources Assistant	Key Responsibilities - Assist in recruitment not limit to job posting, schedule interviews, screening resumes etc. - Prepare onboarding documents and conduct employee orientation - Maintain accurate employee records and HR databases (e.g., personal files, leave, medical claims) - Prepare letters (e.g., employment, confirmation, promotion) as instructed - Collate and verify attendance, overtime, and leave records for payroll processing - Assist with employee engagement initiatives, surveys, and company events - Any other duties as directed Pre-requisites - Minimum Higher Nitec in Business Administration or equivalent - Minimum 1 year of human resources experience	5-day work week 44 hours per week - Postal code: 159471
Kitchen Assistant (Full-Time)	Key Responsibilities - Cook and prepare food for customers as per the standard recipes - Slightly modify recipes to meet customers' needs and requests (e.g. reduce salt, remove dairy) - Ensure food is prepared in a timely manner and appealing plate presentation - Ensure general cleanliness and hygiene in food preparation and storage are in accordance with NEA and SFA guidelines - Check stock level, order and replenish of stock in FIFO order - Ensure that all the kitchen equipment is in good working order and report any faults or damage - Wash, stacks, sorts, and stores dishes, glassware, utensils, and cookware - Maintain a clean kitchen and keep dish area organized and free of clutter - Maintain clean, dry floors throughout the shift - Assist in storing food deliveries - Monitor trash cans throughout shift, making sure to remove full trashcans and boxes as needed and at the end of each shift - Any other duties as assigned Pre-requisites - Minimum of 1 to 2 years of experience in the kitchen operations - Work effectively to promote harmony and teamwork - Able to speak basic Chinese/English to converse with Chinese/English speaking customers - Able to work shift - weekends and public holidays - Candidate with Food Hygiene Certificate will be an added advantage	6-day work week 44 hours per week - Location: Multiple locations

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Kitchen Assistant (Part-Time)	Key Responsibilities • Cook and prepare food for customers as per the standard recipes • Slightly modify recipes to meet customers' needs and requests (e.g. reduce salt, remove dairy) • Ensure food is prepared in a timely manner and appealing plate presentation • Ensure general cleanliness and hygiene in food preparation and storage are in accordance with NEA and SFA guidelines • Check stock level, order and replenish of stock in FIFO order • Ensure that all the kitchen equipment is in good working order and report any faults or damage • Wash, stacks, sorts, and stores dishes, glassware, utensils, and cookware • Maintain a clean kitchen and keep dish area organized and free of clutter • Maintain clean, dry floors throughout the shift • Assist in storing food deliveries • Monitor trash cans throughout shift, making sure to remove full trashcans and boxes as needed and at the end of each shift • Any other duties as assigned Pre-requisites • Minimum of 1 to 2 years of experience in kitchen operations • Work effectively to promote harmony and teamwork • Able to speak basic Chinese/English to converse with Chinese/English speaking customers • Able to work shift - weekends and public holidays • Candidate with Food Hygiene Certificate will be an added advantage	• 5-day work week • 25 hours per week • Location: Multiple locations
Quality Assurance Executive	Key Responsibilities • Implement and enforce food safety (HACCP, ISO 22000, FSSC 22000, GMP, etc.) and quality assurance programmes for Central Kitchen and outlets (local and/or overseas) • Conduct regular audits and inspections across central kitchen and outlets to ensure compliance with the Standard Operating Procedures (SOPs) of food hygiene and food handling techniques and regulatory requirements • Assist in QA testing programme and new product development • Conduct investigations on customers', outlets' and Central Kitchen's feedback and corrective measurements to resolve quality / safety issues	• 5-day work week • 44 hours per week • Postal code: 159471

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	• Liaise with vendors/contractors on maintenance matters pertaining to food safety/QA issues • Ensure all products meet company specifications, customer requirements, and food safety regulations (e.g., HACCP, SFA, NEA, ISO) • Any other duties as directed Pre-requisites • Minimum Diploma in Food Science / Food Tech, or related field • Minimum 3 years of QC/QA experience preferably in food manufacturing industry • Proficiency in HACCP, GMP, ISO and other local regulations	
Quality Control Officer	Key Responsibilities • Conduct routine quality inspections of raw materials and finished products to ensure compliance with safety and quality standards • Conduct visual checks, measurements, and tests at different stages of production • Assist in sampling and testing (e.g., pH, temperature, moisture, weight, appearance) food products using established protocols and methodologies • Monitor and control Critical Control Points (CCPs) and other checkpoints to mitigate risks and uphold food safety • Oversee production area cleanliness, equipment sanitation, environmental monitoring: air quality and employee hygiene practices to prevent contamination • Document test results and maintain accurate records of quality assessments • Any other duties as directed Pre-requisites • Minimum Diploma in Food Science / Food Tech, or related field • Minimum 1 year of QC experience preferably in food manufacturing industry • Familiar with HACCP, GMP, ISO and other local regulations	• 5-day work week • 44 hours per week • Postal code: 159471
Service Crew (Part-Time)	Key Responsibilities • Take customer's order and serve food in a timely manner • Basic cashiering duties, issuing receipts, accepting payments, returning the change • Open and close the shift on the POS terminal • Check the cash float and handle all the cash transactions undertaken in the restaurant in course of operations and organized transfer of the cash to the reception cashier • Maintain cleanliness of the outlet and ensure service counters are presentable at all times • Remove dishes from the table and sanitize the table after service is completed	• 3-day work week • 21 hours per week • Location: Multiple locations

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	- Inform Supervisor / Manager on customer's feedback and/or suggestions - Any other duties as directed Pre-requisites - Work effectively to promote harmony and teamwork - Able to speak basic Chinese/English to converse with Chinese/English speaking customers - Able to work shift - weekends and public holidays - Candidate with Food Hygiene Certificate will be an added advantage	
Stall Assistant (Full-Time)	Key Responsibilities - Assist in the counter in serving and preparing food - Ensure food is prepared in a timely manner - Perform cashiering duty at food stall using POS machine - Take customer's order and ensure the orders are keyed correctly into POS machine - Ensure compliance with all health and safety regulations within the kitchen area - Deal effectively with guests and workplace associates using SOP at all times - Any other duties as directed Pre-requisites - Work effectively to promote harmony and teamwork - Able to speak basic Chinese/English to converse with Chinese/English speaking customers - Able to work shift - weekends and public holidays - Candidate with Food Hygiene Certificate will be an added advantage	6-day work week 44 hours per week - Location: Multiple locations
Stall Assistant (Part-Time)	Key Responsibilities - Assist in the counter in serving and preparing food - Ensure food is prepared in a timely manner - Perform cashiering duty at food stall using POS machine - Take customer's order and ensure the orders are keyed correctly into POS machine - Ensure compliance with all health and safety regulations within the kitchen area - Deal effectively with guests and workplace associates using SOP at all times - Any other duties as directed Pre-requisites - Work effectively to promote harmony and teamwork - Able to speak basic Chinese/English to converse with Chinese/English speaking customers - Able to work shift - weekends and public holidays - Candidate with Food Hygiene Certificate will be an added advantage	5-day work week 25 hours per week - Location: Multiple locations

#2 GARDENIA FOODS (S)

The brand Gardenia is associated with qualities such as good taste, freshness, trust and reliability. In a highly competitive market, these are the values that make Gardenia stand out and stay ahead.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Distribution Clerk (Despatch)	Key Responsibilities • Ensure systematic issue and loading of breads • Follow daily stock control and Duty Officer's instructions to cut/add or full load • Check randomly the total issues tally with the Daily Stock Control (DSC) • Ensure all daily products to be issued out • Ensure sufficient stocks for all equipment and forms needed in the department • Enforce good housekeeping for loading bay and distribution office Pre-requisites • Minimum GCE "N" / "O" Level education • Basic computer knowledge • Able to commit morning / night shift • Able to work on weekends / public holidays • Able to carry heavy trays of breads (e.g. 15kg)	• 6-day work week • 8 hours per day • Postal code: 128411
IT Assistant (Temp)	Key Responsibilities • Installing, solving and configuring computer hardware, software, systems (Win 10 & MacOS), networks, printers, and audio visual • Monitoring and maintaining computer systems and networks • Provide technical support across the Company • Setting up accounts and solve MS Office issues for users • Diagnose and perform repairs on equipment and solutions and ensure that relevant updates and patches are applied according to the system • Assist event IT peripheral in office auditorium when needed • Documentation and administration on IT related work • Manage projects including procurement Pre-requisites • Possess ITE Certificate or Diploma in Information Technology or related fields • Added advantage if possess additional relevant certification • Preferably 1 to 2 years of IT support / helpdesk work experience • Knowledgeable in Windows 10 and Microsoft Office • Good understanding of computer systems, mobile devices and other tech products • Ability to diagnose and troubleshoot basic technical issues • An IT enthusiastic who is willing to learn	• 5-day work week • 8 hours per day • Postal code: 128411

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Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	- Positive attitude, good communication skills, committed, meticulous and able to work independently - Able to start work immediately preferred	
Production Operator	Key Responsibilities - Provide operational support to the Section Leader in Mixing Section / Oven and Stacking Section / Slicing Section - Operate the mixing / depanner and oven unloader / slicer - Ensure proper cleaning is done - Adhere the disposition of all non-conforming products as instructed by superiors - Adhere to all working and safety regulations Pre-requisites - Minimum completed primary school education - At least 2 years of relevant experience - Little or no experience are welcome to apply - Able to read and write simple English - Able to carry 25kg of ingredients when required (e.g. to pour ingredients into blending bowl) - Able to start work immediately	6-day work week 12 hours per day - Postal code: 128411
Project Engineer	Key Responsibilities - Team Leader Role in Engineering and Production - Assisting Engineering Manager with machinery installation and commissioning - Conducting troubleshooting and analysis of equipment and machinery failures - Establishing and maintaining technical training programs - Initiating Total Productive Maintenance (TPM) lead for all machines and equipment - Studying and improving machine and equipment performance - Ensuring compliance with legislation, HSE regulations, and ISO requirements - Managing external contractors' performance and safety - Managing maintenance team for highest work efficiency and cost-efficiency - Developing and implementing checklists, policies, standards, and procedures Pre-requisites - Minimum Diploma in Engineering (Electrical or Mechanical) or equivalent - Minimum 5 years of relevant engineering experience, 3 years in supervisory role - Strong analytical trouble-shooting skills - Knowledge of PLC, basic robot operation, and electrical drawings - Independent, strong leadership, effective team player - Good command of spoken and written English	5-day work week 8 hours per day - Postal code: 128411

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	Result-oriented, responsible, proactive, and initiative	
QC Inspector (Full-Time 1 Year Contract)	Key Responsibilities - Responsible for monthly QC duty roster planning and arrangement - Perform routine inspection to ensure all the process parameter, product quality adheres to standard and procedures - Report to QC Executive / Manager for any non-compliance observed in production or any changes in term of process control parameter, food quality or food safety related issues - Perform incoming checks for the raw materials to ensure conformance to in-house standards - To conduct GMP audit with production team and feedback to QC Executive / Manager for any non-compliance in production floor - Monitoring and feedback to QC Executive / Manager for any pest related issue in the factory - Assist in troubleshooting for customer complaint Pre-requisites - No experience required - Willingness to learn 1 year contract	6-day work week 8 hours per day - Postal code: 128411
Van Salesman	Key Responsibilities - Load bread into vans and for delivery to every retailer - Remove one day old bread from shelves and load fresh loaves - Merchandise bread and reject bread that do not meet Company's quality standards - Maintain good relations with retailers - Send back exchange bread to Despatch - Collect bread trays and report on trays condition Pre-requisites - Primary education applicants are welcome to apply - Must possess Singapore Class 3 / 4 Driving License 6 days work week (Rest day on 1 weekday) - Able to work on weekends and public holidays - Working hours: 12 midnight to 9am - Physically fit	6-day work week 8 hours per day - Postal code: 128411
Vending Sales, Head	Key Responsibilities - Source and evaluate potential locations for vending machine placements - Prepare proposals and contracts to support location acquisition and placement activities	5.5-day work week 8 hours per day - Postal code: 128411

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	- Negotiate and come up with win-win business plans with customers - Monitor and provide key analysis on market exchange & also sales performance - Assist in strategic planning and executing vending machine deployment and relocation - Coordinate with internal teams for the smooth setup of machines at new sites - Provide direct support to the van sales team in loading and delivery during manpower shortages - Manage incoming sales inquiries and leads related to vending solutions - Handle customer queries, complaints and refund requests professionally and promptly - Handle and resolve on-ground issues & key feedback from customers - Liaise with technical teams to deploy service providers for attending to faulty machines and minimal service disruption Pre-requisites - Possession of a valid Singapore Class 3 Driving License is mandatory (Company vehicle will be provided and may be driven home) - Willing to work a 5.5 days work week - Minimum qualification: Diploma - At least 2 years of relevant experience in the FMCG industry preferred - Strong customer service orientation with a proactive and positive work attitude - Able to work independently and as part of a team - Strong Microsoft Excel and data analytical skills is a plus	

#3 SINGABITE

Lan Zhou Wu Fu Pte Ltd operates as a central kitchen supporting two distinctive brands: Yi Wan Mian and Huo Lu Huo. Yi Wan Mian specializes in traditional Chinese La Mian (hand-pulled noodles), offering a diverse selection of authentic noodle dishes at mall food courts and coffeeshop stalls. Meanwhile, Huo Lu Huo focuses on traditional Chinese barbecue cuisine, featuring grilled meats and other classic barbecue offerings.

Both brands benefit from the centralized operations of Lan Zhou Wu Fu, ensuring consistent quality and efficient production across their respective culinary offerings.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Back of House (BOH) Kitchen Assistant	Key Responsibilities The Back of House (BOH) Kitchen Assistant plays a critical role in ensuring the smooth operation of the kitchen. Responsibilities include food preparation, where they assist in chopping, dicing, and prepping ingredients. At the grill station, they handle meat preparation, ensuring all items are cooked to perfection. They also focus on dish assembly and presentation, ensuring meals are plated attractively. Regular cleaning and sanitization are key tasks to maintain a safe, hygienic environment. Inventory and stocking are performed to ensure the kitchen is adequately supplied. Effective team collaboration is essential for ensuring timely service and maintaining operational efficiency. Pre-requisites We are looking for a motivated Back of House (BOH) Kitchen Assistant member to join our team! Previous kitchen experience in a fast-paced restaurant environment is preferred, along with knowledge of Korean cuisine and BBQ preparation. You should be able to handle sharp tools and operate kitchen equipment safely. Responsibilities include dishwashing and ensuring cleanliness of dishes, utensils, and kitchen equipment. A strong understanding of food safety and hygiene regulations is essential. You should have excellent attention to detail, the ability to multi-task and work efficiently under pressure, and a commitment to maintaining high standards of food hygiene and kitchen safety. Strong communication skills in English are required, and proficiency in Mandarin is an advantage. Availability to join the team on short notice is a plus.	• 6-day work week • 44 hours per week • Postal Code: 238896
Food Court Stall/Kitchen Assistant (Full-Time)	Key Responsibilities The Food Court Stall/Kitchen Assistant (Full Time) is responsible for providing excellent customer service, ensuring efficient food preparation, maintaining cleanliness and sanitation in the kitchen and surrounding areas, and managing inventory and supplies. The role also involves collaborating effectively with team members to ensure smooth operations and high standards of food quality and hygiene. The assistant must adhere to all safety guidelines and support daily kitchen tasks to deliver an exceptional customer experience. Pre-requisites We are looking for a dedicated Food Court Stall/Kitchen Assistant to join our team! No prior experience is required, but basic F&B experience will be an advantage. Candidates should be willing to work rotating shifts, including weekends, and possess a positive attitude with a strong sense of responsibility. This role involves assisting in food preparation, maintaining cleanliness, and ensuring smooth daily operations. If you are a hardworking team player eager to learn and grow in the F&B industry, we welcome you to apply and be part of our dynamic team!	• 6-day work week • 44 hours per week • Location: Island wide

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Food Court Stall/Kitchen Assistant (Long Term Contract)	Key Responsibilities The Food Court Stall/Kitchen Assistant (Long Term Contract) is responsible for providing excellent customer service, ensuring efficient food preparation, maintaining cleanliness and sanitation in the kitchen and surrounding areas, and managing inventory and supplies. The role also involves collaborating effectively with team members to ensure smooth operations and high standards of food quality and hygiene. The assistant must adhere to all safety guidelines and support daily kitchen tasks to deliver an exceptional customer experience. Pre-requisites We are looking for a dedicated Food Court Stall/Kitchen Assistant to join our team! No prior experience is required, but basic F&B experience will be an advantage. Candidates should be willing to work rotating shifts, including weekends, and possess a positive attitude with a strong sense of responsibility. This role involves assisting in food preparation, maintaining cleanliness, and ensuring smooth daily operations. If you are a hardworking team player eager to learn and grow in the F&B industry, we welcome you to apply and be part of our dynamic team!	• 5-day work week • 30 hours per week • Location: Island wide
Food Court Stall/Kitchen Assistant (Long Term Contract)	Key Responsibilities The Food Court Stall/Kitchen Assistant (Long Term Contract) is responsible for providing excellent customer service, ensuring efficient food preparation, maintaining cleanliness and sanitation in the kitchen and surrounding areas, and managing inventory and supplies. The role also involves collaborating effectively with team members to ensure smooth operations and high standards of food quality and hygiene. The assistant must adhere to all safety guidelines and support daily kitchen tasks to deliver an exceptional customer experience. Pre-requisites We are looking for a dedicated Food Court Stall/Kitchen Assistant to join our team! No prior experience is required, but basic F&B experience will be an advantage. Candidates should be willing to work rotating shifts, including weekends, and possess a positive attitude with a strong sense of responsibility. This role involves assisting in food preparation, maintaining cleanliness, and ensuring smooth daily operations. If you are a hardworking team player eager to learn and grow in the F&B industry, we welcome you to apply and be part of our dynamic team!	• 6-day work week • 36 hours per week • Location: Island wide
Front of House (FOH) Service Crew	Key Responsibilities The Front of House (FOH) Service Crew is responsible for greeting and seating customers with a friendly attitude, providing excellent customer service throughout their dining experience, and assisting with grilling when needed. The role involves taking and delivering orders accurately, handling billing and payments, ensuring cleanliness and organization of the dining area, and maintaining high levels of customer satisfaction. The crew	• 6-day work week • 44 hours per week • Postal code: 238896

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	member must work efficiently and cooperatively with the team to ensure a smooth and pleasant experience for all customers. Pre-requisites We are seeking an enthusiastic Front of House (FOH) Service Crew to join our team! Experience in customer service or as a waiter/waitress in a restaurant setting is preferred. Knowledge of Korean cuisine and BBQ grilling techniques is an asset. The ideal candidate should possess a friendly, energetic, and positive attitude with a strong sense of responsibility. You must be able to multitask in a fast-paced environment, ensuring excellent service and customer satisfaction. If you enjoy working with people and are passionate about delivering top-notch service, we would love to have you on board!	
Store Manager	Key Responsibilities • Operations Management: Oversee daily store operations, ensuring efficiency and smooth workflow • Staff Supervision: Recruit, train, and manage a team of employees, fostering a positive work environment • Inventory Control: Monitor stock levels, place orders, and minimize shrinkage • Customer Service: Ensure excellent customer experience and handle complaints professionally • Sales and Profitability: Meet sales targets, analyze performance metrics, and implement strategies to drive revenue • Compliance: Maintain store standards, adhere to company policies, and ensure safety regulations are met Pre-requisites • Skills: Strong leadership, communication, and problem-solving abilities • Experience: 2 to 5 years in retail or store management • Technical Knowledge: Proficiency in inventory management and POS systems • Customer Focus: Excellent interpersonal skills with a focus on customer satisfaction • Results-Oriented: Proven track record of meeting sales and operational targets	• 6-day work week • 44 hours per week • Location: Island wide
Store Supervisor	Key Responsibilities • Team Leadership: Support and guide store staff to achieve daily goals • Operations Oversight: Assist in managing daily store activities and maintaining workflow efficiency • Customer Service: Ensure high-quality customer interactions and address complaints effectively • Inventory Monitoring: Help track stock levels, conduct audits, and manage replenishments • Sales Support: Assist in achieving sales targets and promoting store promotions	• 6-day work week • 44 hours per week • Location: Island wide

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	- Compliance: Enforce company policies, safety protocols, and store standards Pre-requisites - Experience: 1 to 3 years in retail or supervisory roles - Skills: Strong communication, organizational, and leadership abilities - Education: Diploma or equivalent preferred - Customer Service: Proven ability to handle customer inquiries and resolve issues - Flexibility: Willingness to work shifts, weekends, and holidays - Team Player: Ability to motivate and coordinate with staff effectively - Technical Knowledge: Familiarity with POS systems and basic inventory management	

#4 SINGAPORE SAIZERIYA

Singapore Saizeriya is a popular Italian casual dining restaurant chain known for offering affordable, delicious, and comforting Italian food. It's part of the Saizeriya group, which originates from Japan, but has since expanded to various countries, including Singapore.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Kitchen Assistant (Full-Time)	Key Responsibilities - Preparing customer orders - Overall cleanliness of kitchen - Preparation of ingredients - Receiving and storage of ingredients - Dishwashing Pre-requisites - Operate 4 different stations, mainly ""salad"", ""pasta"", ""grill"" and ""oven"" station - In addition, job requirements such as stocktaking, storage of ingredients, cleanliness of kitchen, defrosting, dishwashing, signing of invoice and receiving of goods are included 44 hours / 6 working day. Any additional hours committed will be considered under OT (1.5x multiplier) - Attendance incentive of \$50 to \$300 monthly is available if fulfil all attendance requirements	6-day work week 44 hours per week - Postal code: 179098
Kitchen Assistant (Part-Time)	Key Responsibilities - Preparing customer orders - Overall cleanliness of kitchen - Preparation of ingredients - Receiving and storage of ingredients - Dishwashing Pre-requisites	- Flexible workday 4 hours per day - Postal code: 179098

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	- Operate 4 different stations, mainly ""salad"", ""pasta"", ""grill"" and ""oven"" station. In addition, job requirements such as stocktaking, storage of ingredients, cleanliness of kitchen, defrosting, dishwashing, signing of invoice and receiving of goods are included - No minimum commitment days, flexible scheduling, flexible locations, only 4 working hours required per working day	
Management Trainee	Key Responsibilities - Perform opening and closing procedures - Perform full operation cycle of service and kitchen - Guest complaint management - Dishwashing and other ad hoc tasks when needed Pre-requisites - Welcoming of guests, cashiering duties, serving of food, clearing of tables, outlet cleanliness maintenance, dessert plating, dishwashing, storage of items - Operate 4 different stations, mainly ""salad"", ""pasta"", ""grill"" and ""oven"" station. In addition, job requirements such as stocktaking, storage of ingredients, cleanliness of kitchen, defrosting, dishwashing, signing of invoice and receiving of goods are included - Opening and closing duties, schedule planning, complain management, cash banking services, employee training, staff feedback and orientation are included as well 44 hours / 6 working days per week. Any additional hours committed will be considered under OT (1.5x multiplier). Attendance incentive of \$50 - \$300 monthly is available if fulfil all attendance requirements	6-day work week 44 hours per week - Postal code: 179098
Service Crew (Full-Time)	Key Responsibilities - Serving customer's orders - Clearing of plates - Preparation of cutleries - Preparation of dessert orders - Dishwashing Pre-requisites - Welcoming of guests, cashiering duties, serving of food, clearing of tables, outlet cleanliness maintenance, dessert plating, dishwashing, storage of items 44 hours / 6 working days. Any additional hours committed will be considered under OT (1.5x multiplier) - Attendance incentive of \$50 - \$300 monthly is available if fulfil all attendance requirements	6-day work week 44 hours per week - Postal code: 179098

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Service Crew (Part-Time)	Key Responsibilities - Serving customer's orders - Clearing of plates - Preparation of cutleries - Preparation of dessert orders - Dishwashing Pre-requisites - Welcoming of guests, cashiering duties, serving of food, clearing of tables, outlet cleanliness maintenance, dessert plating, dishwashing, storage of items - No minimum commitment days, flexible scheduling, flexible locations, only 4 working hours required per working day	- Flexible workday 4 hours per day - Postal code: 179098

#5 THE PROVIDORE SINGAPORE

The Providore Singapore Pte Ltd is a lifestyle brand offering a curated experience of food, coffee, wine, and retail. We operate cafés, bakeries, and retail outlets featuring artisanal produce, freshly prepared meals, specialty coffee, and fine wines. Beyond dining, our retail stores showcase premium ingredients, kitchenware, and gourmet products sourced from around the world. With a focus on quality and authenticity, The Providore creates a welcoming space where people can gather to enjoy good food, drinks, and company.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Assistant Lead Barista	Key Responsibilities Support the Lead Barista in day-to-day operations, ensuring drink consistency and quality. Assist in training and mentoring junior baristas, manage inventory, and maintain equipment. A strong understanding of coffee preparation techniques and good communication skills are essential. Must show initiative and leadership potential within a coffee-focused environment. Pre-requisites Support the Lead Barista in overseeing daily coffee operations, ensuring consistent beverage quality and smooth workflow. Assist in onboarding and training new baristas while helping manage inventory levels and stock rotation. Must have experience in specialty coffee and demonstrate leadership potential. Strong communication and problem-solving skills are essential for resolving minor customer and team issues.	6-day work week 44 hours per week - Postal code: 387384
Assistant Restaurant Lead	Key Responsibilities Support the daily floor operations by supervising the service team, ensuring guest satisfaction, and resolving service issues. Maintain adherence to SOP and coordinate closely with the kitchen and management. Strong interpersonal skills and a hands-on leadership approach are essential for maintaining smooth operations during busy shifts.	6-day work week 44 hours per week - Postal code: 387384

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	Pre-requisites Supervise service staff and support the Restaurant Lead in managing daily front-of-house operations. Ensure quality customer service, manage team performance during shifts, and address minor service or staff-related issues. Requires 3–5 years of food and beverage experience, including prior responsibilities in a supervisory or leadership capacity. Strong interpersonal and organizational skills are needed.	
Barista	Key Responsibilities Prepare and serve coffee and espresso beverages with attention to quality and presentation. Maintain cleanliness of the bar station throughout shifts. Engage with customers in a friendly and professional manner to ensure a positive experience. Must be reliable, detail-oriented, and enthusiastic about coffee and hospitality. Training will be provided. Pre-requisites Prepare and serve a variety of coffee beverages with speed, consistency, and attention to detail. Operate espresso machines and follow standardized recipes. Maintain a clean and organized workspace while delivering excellent customer service. This role requires 0 to 1 year of experience, but full training will be provided. A genuine interest in coffee and hospitality is essential for success.	• 6-day work week • 44 hours per week • Postal code: 387384
Finance Manager	Key Responsibilities Responsible for overseeing the financial health of the F&B business, including budgeting, forecasting, cost control, and financial reporting. To ensure accurate financial statements, manage Profit & Loss, and provide strategic insights to support operational and business decisions. The role involves close collaboration with operations, procurement, and senior management to improve profitability, monitor inventory costs, and ensure compliance with financial regulations. Pre-requisites Manage budgeting, forecasting, and financial reporting for food and beverage operations. Ensure compliance with local tax regulations and accounting standards. Analyze financial data and provide insights to guide strategic decisions. Require 5 to 7 years of experience in finance or accounting, preferably in F&B. CPA, ACCA, or equivalent certification is highly advantageous.	• 5-day work week • 44 hours per week • Postal code: 387384
Head Chef (Outlet) / Outlet Head Chef	Key Responsibilities Lead and manage the kitchen team and operations, including menu development, inventory control, food preparation, and quality assurance. Uphold hygiene standards and ensure consistent performance across all shifts. This role requires excellent leadership, creativity, and the ability to coordinate large-scale food production in a fast-paced environment.	• 6-day work week • 44 hours per week • Postal code: 387384

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	Pre-requisites Lead all kitchen operations including menu planning, team management, food preparation, and hygiene compliance. Supervise kitchen staff, ensure consistent food quality, and manage inventory and cost control. Require 8 to 10 years of culinary experience, including at least 3 years in a senior kitchen management role. Strong leadership, creativity, and operational knowledge are key.	
Junior Sous Chef	Key Responsibilities Assist the Sous Chef in managing kitchen sections, overseeing food preparation, and ensuring consistent food quality and timely service. Help coordinate team activities during shifts and support training efforts. Strong culinary knowledge, good communication skills, and a team-oriented mindset are important for excelling in this leadership role. Pre-requisites Support the Sous Chef in kitchen operations, including food preparation, staff coordination, and quality control. Help manage daily service flow, organize kitchen stations, and ensure consistent execution of dishes. Require 3 to 5 years of culinary experience, including exposure to team management. Strong organization and multitasking skills are necessary for this leadership track role.	• 6-day work week • 44 hours per week • Postal code: 387384
Logistics & Supply Chain Executive / Coordinator	Key Responsibilities • Coordinate inbound and outbound deliveries (suppliers to kitchen/outlets) • Maintain optimal inventory levels across multiple locations • Plan delivery routes and schedules • Handle warehouse or central kitchen logistics (if applicable) • Support cross-outlet stock transfers • Track and report on KPIs: delivery timeliness, spoilage, breakage, etc. Pre-requisites Coordinate daily inventory tasks, track stock movement, and manage supplier deliveries. Ensure accurate documentation and maintain optimal inventory levels for efficient operations. Require 1 to 3 years of experience in supply chain or logistics, preferably within F&B. Strong organizational abilities and proficiency in inventory management software are essential for this role.	• 6-day work week • 44 hours per week • Postal code: 387384
Multi-Outlet Head of Service	Key Responsibilities Lead and oversee multiple outlets, standardizing training, monitoring KPIs, and driving consistent service delivery across locations. Collaborate with outlet managers to improve team performance and ensure guest satisfaction. Strategic thinking, strong communication, and leadership abilities are crucial for maintaining operational alignment and scaling service quality chain-wide.	• 6-day work week • 44 hours per week • Postal code: 387384

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	Pre-requisites Lead service operations across multiple outlets, ensuring consistency in service standards and guest experience. Coordinate training programs, monitor team performance, and resolve escalated issues. Require 3 to 5 years of experience in F&B operations with at least 2 years in a multi-unit leadership role. Strong analytical, leadership, and people management skills are crucial for success.	
Operations Manager	Key Responsibilities Oversee daily restaurant operations across multiple outlets or a flagship location. The key focus is ensuring smooth front and back-of-house execution, guest satisfaction, cost control, staff performance, and compliance with hygiene and service standards. And to support budgeting, SOP implementation, and strategic development in line with company goals. Pre-requisites Lead overall business operations across multiple F&B outlets, ensuring profitability, team efficiency, and high service standards. Develop SOPs, monitor KPIs, and manage cross-functional teams. Require 5 to 7 years of F&B operational experience with at least 3 years in a leadership role. Strong strategic planning, people management, and process optimization skills are required.	• 6-day work week • 44 hours per week • Postal code: 387384
Procurement & Sourcing Officer	Key Responsibilities Coordinate and manage inbound and outbound deliveries to kitchens and outlets, ensuring accurate and timely logistics. Maintain optimal inventory levels across locations and plan efficient delivery routes. Support stock transfers between outlets and monitor logistics KPIs such as timeliness, spoilage, and breakage to improve operational efficiency and accountability. Pre-requisites Source quality suppliers, negotiate pricing, and manage procurement documentation to ensure timely and cost-effective delivery of goods. Maintain supplier relationships and ensure consistent product quality. Require 3 to 5 years of procurement experience, preferably with a focus on food sourcing. Strong negotiation, documentation, and vendor management skills are required for this position.	• 5-day work week • 44 hours per week • Postal code: 387384
Restaurant Manager	Key Responsibilities Oversee full restaurant operations including staffing, budgeting, inventory, customer service, and compliance with health regulations. Ensure high food and service quality while driving team performance and profitability. Require excellent organizational and leadership skills, the ability to multitask, and a strong focus on operational excellence and guest satisfaction. Pre-requisites	• 6-day work week • 44 hours per week • Postal code: 387384

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	Oversee all aspects of restaurant operations including staff management, cost control, and customer service excellence. Monitor compliance with food safety regulations and drive sales performance through effective leadership. Require 3 to 5 years of management experience in food and beverage environments. Strong leadership, communication, and problem-solving abilities are essential to ensure smooth daily operations and guest satisfaction.	
Senior Sous Chef	Key Responsibilities Serve as second-in-command to the Head Chef, managing kitchen staff, overseeing daily food preparation, and ensuring quality and consistency. Provide training and support to junior team members, manage inventory, and maintain high food safety standards. Require strong leadership, organizational skills, and a deep understanding of kitchen operations. Pre-requisites Serve as the second-in-command to the Head Chef, overseeing all aspects of kitchen operations including food preparation, staff supervision, and service execution. Ensure consistency in dish quality and kitchen organization while mentoring junior team members. Require 3 to 5 years of culinary experience, with at least 2 years in a supervisory or leadership role. Must have strong organizational skills, attention to detail, and the ability to manage kitchen operations efficiently in a fast-paced environment.	• 6-day work week • 44 hours per week • Postal code: 387384
Service crew	Key Responsibilities Take orders, serve food and drinks, clear tables, and handle point-of-sale transactions. Maintain a clean and organized dining area while providing excellent guest service. This role requires strong communication skills, attention to detail, and the ability to work efficiently in a team-oriented environment. A positive attitude is key. Pre-requisites Take customer orders, serve food and beverages, and maintain cleanliness in dining and service areas. Follow hygiene and safety protocols while providing friendly and attentive service. This position is ideal for individuals with 0 to 1 year of experience, strong communication skills, and a team-oriented attitude. Training will be provided for enthusiastic and responsible candidates.	• 6-day work week • 44 hours per week • Postal code: 387384
Sous Chef	Key Responsibilities Support the Senior Sous Chef and Head Chef in daily kitchen operations, including prep coordination, food consistency, and supervision of kitchen staff. Help maintain cleanliness, food safety, and high culinary standards. Must be organized, efficient, and capable of leading kitchen sections during service while assisting in team training.	• 6-day work week • 44 hours per week • Postal code: 387384

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	Pre-requisites Support the Senior Sous Chef and Head Chef in the smooth execution of daily kitchen operations. Assist in preparing dishes, supervising staff during service, and ensuring food safety and hygiene standards are met. This role requires 3 to 5 years of professional kitchen experience and prior exposure to team coordination. A strong foundation in culinary techniques, good communication skills, and the ability to work well under pressure are essential.	
Steward	Key Responsibilities Responsible for cleaning dishes, kitchen equipment, and food prep areas. Support hygiene standards by maintaining a clean and organized kitchen environment. Assist in waste management and daily cleaning tasks. No prior experience is required, but physical stamina, reliability, and attention to detail are essential for this role. Pre-requisites Clean dishes, utensils, kitchen equipment, and food preparation areas. Support the kitchen team by maintaining a hygienic and organized environment. Follow food safety protocols and work quickly in a fast-paced setting. No prior experience is necessary, but candidates must be physically fit, detail-oriented, and capable of maintaining cleanliness throughout shifts.	• 6-day work week • 44 hours per week • Postal code: 387384
Stove Chef / Line Cook	Key Responsibilities Prepare and cook food items according to menu specifications and presentation standards. Maintain cleanliness of the work area, follow food safety practices, and support kitchen prep work. This position requires strong multitasking skills, attention to detail, and the ability to work efficiently under pressure in a busy kitchen. Pre-requisites Prepare dishes according to standardized recipes, ensure accurate portioning, and manage food preparation stations. Maintain cleanliness, adhere to food safety standards, and work efficiently in a fast-paced kitchen. Require 1 to 3 years of experience as a line cook. Basic knowledge of kitchen tools, hygiene practices, and teamwork is essential to excel in this role.	• 6-day work week • 44 hours per week • Postal code: 387384
Supervising Chef / Chef Supervisor	Key Responsibilities Manage a small kitchen team, oversee prep standards, and ensure cleanliness and hygiene protocols are followed. Provide support to the Sous Chef and assist in coordinating kitchen activities. This position requires strong organizational skills, a proactive attitude, and the ability to lead and motivate team members during service. Pre-requisites	• 6-day work week • 44 hours per week • Postal code: 387384

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	Oversee kitchen operations and supervise junior kitchen staff to ensure food quality and hygiene standards are met. Assist in training new team members and ensure recipes and prep procedures are followed accurately. Require 3 to 5 years of kitchen experience, including at least 1 to 2 years in a leadership or supervisory role within a professional kitchen.	
Trainee Chef / Apprentice Chef	Key Responsibilities Support chefs with food preparation tasks, basic cleaning, and organization of kitchen tools and ingredients. Learn kitchen procedures and food safety standards while gaining hands-on experience. A strong willingness to learn, good hygiene practices, and the ability to take direction well are essential for success in this role. Pre-requisites Support chefs by assisting in food preparation, ingredient organization, cleaning duties, and maintaining kitchen hygiene. Learn essential culinary techniques and procedures in a hands-on environment. Although 1 to 3 years of kitchen experience is preferred, candidates with culinary education or strong interest in cooking will be considered. Willingness to learn and physical stamina are important.	• 6-day work week • 44 hours per week • Postal code: 387384

#6 WATAMI FOOD SERVICE SINGAPORE

The company was founded by Miki Watanabe in 1984. In 1992, the first ever “WATAMI” restaurant opened in Tokyo.

To spread the Japanese food culture and hospitality to other parts of the world, WATAMI opened its first shop abroad in Hong Kong in 2001, followed by Taiwan in 2005, and last but not least, Singapore in 2009, and other regions throughout the years.

Providing an enjoyable and casual taste of Japanese delicacies for customers outside Japan, with more than 450 restaurants in Asia, and 6 shops established in Singapore, WATAMI promises a comfortable dining experience at reasonable prices.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Dishwasher	Key Responsibilities • Ensuring the availability of clean dishes and cutlery by washing dishes, pots, pans and cutlery • Preparing kitchen for next shift by restocking dishes and cutlery at respective cook stations • Cleaning machines and appliances used in kitchen, such as pots, and pans etc. • Taking out the trash • Supporting other restaurant staff members by assisting with other tasks, as needed	• 5-day work week • 44 hours per week • Postal code: 138617 / 188067 / 208539 / 238801 / 367803 /

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	Pre-requisites We are hiring dishwasher to join our team at a Japanese restaurant. The job is simple but important. Applicants will help keep the kitchen running smoothly by cleaning dishes, utensils, and kitchen equipment, taking out trash, and placing dishes back to original locations. No experience needed, just a strong work ethic, good attitude, and the ability to handle a fast-paced environment. Applicants should be comfortable standing for long hours and working shifts, including weekends and public holidays.	519599 / 579837
Kitchen Crew	Key Responsibilities • Preparing and cooking food orders for all customers according to Watami's service standard and procedures • Preparation work of Kitchen opening and closing operation hours • Maintain quality, service and cleanliness at all times according to Watami's standards • Food production: make sure the end product and the cooking process conforms to Watami's standard and procedures, and at the same time has good sense of preventing and recording of losses Pre-requisites We are looking for a hardworking and dependable kitchen crew member to join our Japanese restaurant. Main tasks will include basic food preparation, keeping the kitchen clean and organized, and cooking. Basic F&B kitchen experience will be a plus point. No need for fancy experience, just a good attitude, willingness to learn, and ability to work well under pressure. If applicants enjoy working in a fast-paced kitchen and have an interest in Japanese food, that is a big plus. Applicants will need to be okay with shifts, including weekends and holidays. Teamwork and hygiene are super important in this role.	• 5-day work week • 44 hours per week • Postal code: 138617 / 188067 / 208539 / 238801 / 367803 / 519599 / 579837
Management Trainee	Key Responsibilities • Provide service to all customers according to Watami's service standard and procedures • Responsible for the preparation work of Hall opening and closing operation hours • Maintain quality, service and cleanliness at all times according to Watami's standards • Able to handle all stations at an independent level • Other leader and manager job scope Pre-requisites We are looking for a motivated and hands-on Management Trainee to join our Japanese restaurant team. This role is perfect for someone who is eager to learn all aspects of restaurant operations, from front-of-house service to kitchen workflow and team management. Applicants do not need years of experience, but you should have a strong interest in F&B, a willingness to take on challenges, and a positive, team-first attitude. As a trainee,	• 5-day work week • 50 hours per week • Postal code: 138617 / 188067 / 208539 / 238801 / 367803 / 519599 / 579837

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	applicants will be guided by experienced managers and gradually take on more responsibility. Applicants must be open to shift work, including weekends and public holidays, and willing to work hard to grow into a leadership role.	
Service Crew	Key Responsibilities • Provide service to all customers according to Watami's service standard and procedures • Responsible for the preparation work of Hall opening and closing operation hours • Maintain quality, service and cleanliness at all times according to Watami's standards • Promote Watami Japanese dining culture and introduce the specific dining manner of certain cuisine • Any other job related duties requested from senior staff Pre-requisites We are looking for a friendly and reliable F&B service crew member to join our Japanese restaurant team. Applicants who enjoy working with people, have a positive attitude, and are willing to learn. Experience in food service is a plus, but not a must. We will provide training and guidance. Job scope includes helping with taking orders, serving food, keeping the place clean, and making sure our guests have a great dining experience. A basic interest in Japanese food and culture is a bonus. Applicants should be alright with shift work, including weekends and public holidays.	• 5-day work week • 44 hours per week • Postal code: 138617 / 188067 / 208539 / 238801 / 367803 / 519599 / 579837

e2i SERVICES

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.com.sg/app>



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



e2i Career Centre (DNI)

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

Operating Hours

Mondays:
2:30pm to 5pm
Tuesdays to Fridays:
9am to 5pm
Saturdays: 9am to 1pm
Sundays & Public
Holidays: Closed

Nearest MRT

East-West Line (Green Line)
North-South Line (Red Line)
Station Name: Jurong East

📍 e2i Career Centre (OMB) One Marina Boulevard 1 Marina Boulevard #B1-03 Singapore 018989	Operating Hours Mondays: 2:30pm to 5pm Tuesdays to Fridays: 9am to 5pm Saturdays: 9am to 1pm Sundays & Public Holidays: Closed	Nearest MRT East-West Line (Green Line) North-South Line (Red Line) Station Name: Raffles Place Downtown Line (Blue Line) Station Name: Downtown
📍 e2i Career Centre (OTH) ServiceSG Centre Our Tampines Hub 1 Tampines Walk #01-21 Singapore 528523	Operating Hours Mondays: 2:30pm to 5pm Tuesdays to Fridays: 9am to 5pm Saturdays: 9am to 1pm Sundays & Public Holidays: Closed	Nearest MRT East-West Line (Green Line) Downtown Line (Blue Line) Station Name: Tampines
📍 e2i Career Centre (WCC) ServiceSG Centre Woodlands, 900 South Woodlands Drive, #03-01A Woodlands Civic Centre, Singapore 730900	Operating Hours Mondays to Fridays: 9am to 5pm Saturdays: 9am to 1pm Sundays & Public Holidays: Closed	Nearest MRT North-South Line (Red Line) Thomson-East Coast Line (Brown Line) Station Name: Woodlands

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