

e2i Built Environment – ISS Facility Services Pte Ltd Job fair

JOB LISTING BOOKLET

Date: 15 - 17 June 2026

Time: 10am to 4pm



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 ISS Facility Services Pte Ltd

ISS, a leading workplace experience and facility management company, provides placemaking solutions that contribute to better business performance and makes life easier, more productive and enjoyable – delivered to high standards by people who care. ISS believes that people make places and places make people. From strategy through to operations, ISS partners with over 60,000 customers in 30+ countries to deliver places that work, think and give and is served by more than 400,000 employees who connect people and places every single day. It is headquartered in Copenhagen, Denmark.

Job Positions	Job Description / Job Requirement	Working Hours / Location
Ambulance Driver	<p>Job Description:</p> <ul style="list-style-type: none"> • Drive SGH Ambulance or Van as per task assigned. Always drive safely. Ensures the comfort and safety of all patients and staff. • Assist staff in transferring patient by stretcher, ensure proper transfer and lifting techniques are practiced during patient transfer. • Transport items - Document / Equipment / Preservatives / Blood / Specimen within SGH or outside the campus. • Standby at A&E for any Code Blue activation or patient transfer to other hospital. • Responds to hospital or Civil Emergency (CE) activations • Ensures that fuel in the ambulance is sufficient for daily operations and the cleanliness of the interior/ exterior of the ambulance is maintained. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Able to communicate with English speaking user/ customer. • Possess Class 3 driving licence. • Training will be provided. • Able to work on rotating Day & Night shift as per roster. • Able to work on rest day when needed though not frequent. • Will be required to work over-time. 	<ul style="list-style-type: none"> • 6 days • 0730 – 1430 • 1430 – 2130 • 2130 – 0730 • Full Time / Permanent
Assistant Facility Manager	<p>Job Description:</p> <ul style="list-style-type: none"> • Drive and ensure compliance with legislation & Health & Safety practices and procedures in accordance with the site requirements and company's values. • Attend to Client & Service Partners meetings. • Ensure SLA Delivery • Control of client's procedures, and drive operational efficiency and effectiveness • Review plan and system performance and alert client on areas of concern. • Establish buildings inspections and regular site audits to ensure compliance to contracts. • Management of suppliers in the delivery of subcontracted services. • People management of the engineering technicians, engineers and managers at site. • Management of local site facilities maintenance budget and ensure company's profitability. • Conform to internal reporting procedures for timesheets, expenses and other processes as required. • Familiar with Profit and Loss will be advantageous • Undertake strategic teams' development and progression plan to achieve higher competency and service delivery. 	<ul style="list-style-type: none"> • 5.5 days • 8am to 5pm • Full Time / Permanent

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Job Positions	Job Description / Job Requirement	Working Hours / Location
	<ul style="list-style-type: none"> • Undertake responsibility during incident and emergency incidents of building(s) assigned or on rotating assignment of Duty Manager. • Undertake responsibility & management to the team’s alignment with the overall client’s expectations and contractual requirements, including achieving KPIs and support the operations in general maintenance and customer support. • Undertake responsibility & management to the team’s coordination and/or fix-it tasks within the framework of the allocated resources. • Undertake responsibility & management to the team’s resources available to meet daily operational requirements. • Undertake responsibility & management to the team’s identification of competency gaps in the team members and to train staffs accordingly. • Undertake responsibility & management to the team’s organisational and operational requirements in all maintenance works, operations, fault reporting, QEHS, fire safety management, crisis management and ad-hoc issues. • Manage and foster positive working relationships with key stakeholders in the customer organisation. • Undertake any other responsibility or attend to any duties as assigned by Facilities Manager. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Degree in Mechanical, Electrical Engineering or Facilities Management discipline with minimum 5 years’ experience in facilities maintenance, including 2 years in healthcare. • Hold a detailed understanding of building procedures and infrastructure. • Proven experience of having a flexible approach and the ability to work under pressure. • A working appreciation of contracts and contract management. • Track record of leading, motivating and developing teams. • Understanding related trades in ACMV, Mechanical, Electrical, Building and BASCO/FRC . • Basic knowledge of space planning and utilisation would be good to have. • Good stakeholder management and able to engage with Senior Management confidently. • Able to commit to 5.5 days work week with possibility of staggered rest days implemented due to operational requirements. • Able to adapt in working in a hospital setting and adhering to hospital PPE requirements. • Able to attend in the event whereby the breakdown requires after office hours and/or weekends. • Possess certification of Fire Safety Manager (SCDF) will be advantageous. 	

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Emergency Medical Technician	<p>Job Description:</p> <ul style="list-style-type: none"> • Move SGH patients between facilities on SGH campus, ambulance service does not cater to members of public. • Provide cardiopulmonary resuscitation (CPR) or bandaging wounds. • Ensure the medical equipment & supplies are valid and functional for daily operations. • Assist nurses or doctors in EAS. • Maintain a safe, clean, and well-stocked environment for patients. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Valid EMERGENCY MEDICAL TECHNICIAN (EMT) certification is compulsory* • Training will be provided. • Good Communication & Interpersonal skills. • Will be required to work over-time. 	<ul style="list-style-type: none"> • 6 days • 7am - 4Ppm 1pm – 10pm • Full Time / Permanent
ENGINEERS	<p>Job Description:</p> <ul style="list-style-type: none"> • To supervise the supervisor and technician, lead and manage the day to day operations and provide best practices in engineering maintenance so as to achieve a safer environment for patients, staff and visitors. • To manage the team consist of technicians, supervisors in the respective satellite areas or Central Operations to carry out daily front end engineering maintenance works and ensuring excellency in operational supports to the various specialist clinics, wards, operating theatres, retail shops, back of house etc. • To manage the customers and end users' relationship and meet customer and end user's expectations with reference to the KPI and service level agreement spelt out in the contract. • Strategize, plan and implement all business processes and procedure aligning with the operational requirements. • To work closely with the client to identify areas of opportunities to improve the facilities and generate additional revenue by securing additional works. • To obtain quotation from sub-contractor and process purchase order for all repair works and work with all sub-contractors to perform repair works to maintain the facilities within the constant improving expectations of the client. • To plan the resources available to align with the operational requirements for fix it and programmed maintenance. • Managing all minor repairs and fix it work within the budget.. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Diploma in Engineering (Electronic, Electrical, Mechanical, Civil, Building Services Estates Management) with minimum three (3) years experience in supervision work. 	<ul style="list-style-type: none"> • 6 days • 7:30am to 4pm hours • Full Time / Permanent
HOUSEKEEPER/ GENERAL/ RESTROOM CLEANER	<p>Job Description:</p> <ul style="list-style-type: none"> • Perform daily cleaning tasks including sweeping, mopping, vacuuming. • Maintain cleanliness of washroom. • Empty trash bins. • Replenish consumables (toilet paper, soap, hand towels, etc.). • Monitor cleanliness of assigned areas and report defects or hazards to supervisors. 	<ul style="list-style-type: none"> • 6 days • 7:30am to 4pm hours • Full Time /Permanent

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	<ul style="list-style-type: none"> • Follow safety and hygiene protocols. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Able to work in shift patterns, including weekends and public holidays • Positive working attitude, reliable, and punctual. • Experience in cleaning is a bonus but not require. 	
<p>OPERATIONS EXECUTIVE (HEALTHCARE)</p>	<p>Job Description:</p> <ul style="list-style-type: none"> • Leads portering operations and delivers quality services to patients and staff. • Drives client satisfaction, ensuring compliance with the agreed contractual obligations. • Leads a team of supervisors and porters, ensuring supervision, grooming, motivation, discipline and training to the team. • Drives staff engagement, satisfaction and improves training outcomes. • Develop continuous improvement initiatives to elevate overall performance. • Audits porters on their compliance with workflow, infection control and lifting techniques. • Monitors Health, Safety & Environmental procedures and practices, and deliver strong incident management. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Degree in any discipline. • Experience in healthcare operations, logistics or equivalent is an added advantage. • Strong leadership potential, analytical skills and adaptability as successful candidate would be placed on a fast-track career development program. • Good working attitude and ability to self-motivate. • Effective communication, interpersonal and presentation skills. • Strong proficiency in excel. 	<ul style="list-style-type: none"> • 5 days • 9am to 6pm • Full Time /Permanent
<p>PATIENT TRANSFER PORTER</p>	<p>Job Description:</p> <ul style="list-style-type: none"> • Deliver high-quality portering services within the hospital. • Safely and professionally transport patients, medical records, specimens, equipment, medications, and blood products to and from wards, clinics, departments, and external centres. • Lead and supervise a team of porters, ensuring proper grooming, motivation, discipline, and ongoing training. • Regularly engage with users to gather feedback and communicate concerns to supervisors for follow-up. • Respond promptly to internal and external enquiries, providing accurate information or assistance as needed. • Manage incoming requests via hotline and e-porter system, assigning tasks accordingly. • Ensure all equipment and mobile devices are well-maintained and promptly report any malfunctions. • Prepare and maintain staff rosters, attendance records, and required reports. • Collect and verify medical certificates, leave applications, and other related documents before submission. • Maintain cleanliness and tidiness of the workplace and shared work areas. 	<ul style="list-style-type: none"> • 5 days • Full Time/ Permanent

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	<ul style="list-style-type: none"> • Monitor health, safety, and environmental practices; report incidents immediately, conduct investigations, and draft incident reports as required. • Respond to hospital or civil emergency activations (e.g. call tree, decontamination stations, Kingfisher activation) during and outside of working hours as needed. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Basic IT knowledge is required to handle e-system, computer, smartphones. • Able to handle difficult customer. • Candidates who have prior similar experience will be considered for the Senior Patient Transfer Porter role. • Flexible Shift (Day/Night). • 5 days work week; 2 days off follow roster (1 commitment of weekend needed) • 1100-2000 1300-2200 2300-0800. • * Part Time is available as well, 20 hours work commitment weekly. 	
<p>PORTERING OPERATIONS CO-ORDINATOR</p>	<p>Job Description:</p> <ul style="list-style-type: none"> • Projects a professional image at all times. • Delivers quality portering services to patients and staff in the hospital. • Provides portering services which include but not limited to patients, medical records, specimen, equipment, medication and blood products to and from the wards/ specialist clinics/ departments/ external centres in a safe and professional manner. • Assists in the reception of patients by provision of wheelchairs/trolleys and their transfer from ambulance and to ensure proper transfer and lifting techniques are practiced when transferring patients. • Maintains proper filling system for purpose of submission of daily tasks. • Leads a team of porters and ensures supervision, grooming, motivation, discipline, and training to the team. • Conducts training, provides guidance and coach staff to raise competency level. • Disseminates information where necessary and provide feedback to supervisor on cases of interest. • Engages users on a periodic basis, updates supervisors on their concerns and addresses them. • Attends to inquiries from internal staff / external persons immediately and gives appropriate advice if applicable. • Manning telephone hotlines, receives requests from users via e-porter system and assigns tasks to staff. • Reports any faults in the e-porter system and furnish suggestions to improve system performance. • Ensures that the equipments / mobile devices are in good working conditions at all times and report any defects. • Prepares and maintains daily roster, daily attendance, and periodic reports. • Collects and consolidates all medical certificate submission, leave application forms, and ensures that all documents are in order prior to submission. 	<ul style="list-style-type: none"> • 5 days • 8am-6pm 9am-7pm • Full Time/ Permanent

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Job Positions	Job Description / Job Requirement	Working Hours / Location
	<ul style="list-style-type: none"> • Ensures tidiness and cleanliness of workplace and / or shared areas of work with other staff. • Monitors all Health, Safety & Environmental procedures and practices, reports incidents to supervisor immediately whenever an incident happens, conducts investigation on such matters, and drafts incident report. • Responds to hospital or civil emergency activations (eg. call tree, hospital decontamination station, Kingfisher activation, etc) while on duty or/and off duty (standby). • Undertakes any other duties/ activities/ projects, etc. as and when instructed by the supervisor or management. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Flexible Shift (Day/Night). • Basic IT knowledge is required to handle e-system, computer, smartphones. • Able to handle difficult customer. • Candidates who have prior similar experience will be considered for the Senior Patient Transfer Porter role. • 5 days work week; 2 days off follow roster (1 commitment of weekend needed) 1100-2000 1300-2200 2300-0800 • *Part Time is available as well, 20 hours work commitment weekly. 	
<p>Service Ambassador</p>	<p>Job Description:</p> <ul style="list-style-type: none"> • Deliver exceptional customer service and a transformational service experience across various stages. • Provide consistent, accurate, and timely responses to enquiries. • Handle and resolve service enquiries with professionalism, empathy and efficiency. • Process and track service requests, ensuring timely follow-up and closure. • Manage customer feedback and complaints in accordance with established protocols. • Execute effective service recovery actions to address concerns and restore service trust when required. • Maintain accurate and up-to-date records of all service interactions in. • Collaborate with internal teams and departments to ensure smooth communication and resolution of service issues. • Uphold organizational standards and service quality benchmarks in all interactions. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Qualifications in Hospitality, Communications, related field. • Prior experience in customer service or front-line roles preferred. • Strong communication, interpersonal and problem-solving skills. • Ability to manage challenging situations with empathy, tact, and professionalism. • Detail-oriented with strong organizational and follow-up skills. 	<ul style="list-style-type: none"> • 5.5 days • 7am to 4pm 8am to 5:50pm 8:30am to 6pm • Full Time/ Permanent • Location: 168583
<p>TECHNICAL OFFICER</p>	<p>Job Description:</p> <ul style="list-style-type: none"> • Conduct above-ceiling and MEP/FM inspections on-site. • Identify, document, and track defects across ACMV, electrical, plumbing, fire protection, and architectural systems. 	<ul style="list-style-type: none"> • 6 days • 7:30am to 4pm • Full Time/ Permanent

Job Positions	Job Description / Job Requirement	Working Hours / Location
	<ul style="list-style-type: none"> • Capture photographic evidence and update digital inspection platforms. • Support defect follow-up, inspections, and reporting activities. • Ensure compliance with safety procedures, operational accessibility, and maintainability requirements. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Diploma / Higher NITEC in Engineering, Facilities Management, or related discipline. • Minimum 5 years of relevant healthcare FM / M&E experience. • Hands-on experience in inspections, maintenance, or M&E systems preferred. 	
TECHNICIAN	<p>Job Description:</p> <ul style="list-style-type: none"> • Carry out repairs and troubleshooting of back-end engineering maintenance works and ensuring excellency and consistency in operational supports within the workplace according to the design intents of the various mechanical, electrical, medical and specialist systems • To be responsible for all deliverables required in the agreement. • To align with the overall client's expectation and contractual requirements and support the operations of the hospital, especially in the front-end engineering. To execute all fix, it and programmed maintenance within the framework of the allocated resources. • Managing all minor repairs and fix it work. • Work closely with other service providers in the hospital to be part of the team to create a safe and sound environment for the patients, staff and visitors, especially ISS House Keeping and Portering team to demonstrate the strength and capability of ISS's integrated service model to be productive, efficient and effective. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Minimum Nitec / NTC2 / NTC3 in Engineering (Electronic, Electrical, Mechanical Management) with minimum of one (1) year working experience • Willing to learn attitude. • Able to work overtime due to operational requirements • Willing to work in healthcare environment. 	<ul style="list-style-type: none"> • 6 days • 7:30am to 4pm • Full Time/ Permanent
WAREHOUSE DELIVERY ASSISTANT	<p>Job Description:</p> <ul style="list-style-type: none"> • Replenish portable gas cylinders at the wards and departments. • Delivery of ad-hoc or urgent medical supplies to the wards and departments. • Assist the storekeepers in medical supplies topping-up/ picking to the wards and departments when required. <p>Job Requirement:</p> <ul style="list-style-type: none"> • Will be required to work over-time. • No experience required. • Students are welcome to apply. • Able to start immediately or with short notice. 	<ul style="list-style-type: none"> • 5.5 days • 9am to 9pm 8:30am to 12:30pm • Full Time/ Permanent

#2 e2i Services

- Career Coaching & Job Matching
- Skills Future Advice

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.com.sg/app>

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

**e2i Career Centre
(Devan Nair Institute for Employment and
Employability)**

80 Jurong East St 21,
Level 2, Singapore 609607

Operating Hours

Mondays: 2:30pm – 5:00pm
Tuesdays – Fridays: 9:00am – 5:00pm
Saturdays: 9:00am – 1:00pm

**e2i Career Centre
(Our Tampines Hub)**

ServiceSG Centre Our Tampines Hub,
1 Tampines Walk, #01-21,
Singapore 528523

Operating Hours

Mondays: 2:30pm – 5:00pm
Tuesdays – Fridays: 9:00am – 5:00pm
Saturdays: 9:00am – 1:00pm

**e2i Career Centre
(One Marina Boulevard)**

1 Marina Boulevard, #B1-03,
Singapore 018989

Operating Hours

Mondays: 2:30pm – 5:00pm
Tuesdays – Fridays: 9:00am – 5:00pm
Saturdays: 9:00am – 1:00pm

**e2i Career Centre
(Woodlands Civic Centre)**

ServiceSG Centre Woodlands,
900 South Woodlands Drive,
#03-01 Woodlands Civic Centre,
Singapore 730900

Or make an appointment at any of our 23 Jobs & Skills Centres located island wide:

<https://www.e2i.com.sg/locations/#SGUJSC>

NTUC Job Security Council's Telegram Channels

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

Subscribe to **PMET Job-Alert**

(e.g. Analysts, Engineers, Executives, Technicians etc)

<https://bit.ly/jsc-ja-pmet>



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(e.g. Temporary, Part-time jobs, Operators, Packer roles)

<https://bit.ly/jsc-ja-nonpmet>



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