

e2i Skills & Career Fair @ Marsiling Yew-Tee (Causeway Point)

30 Sept to 1 Oct 2025

JOB LISTING BOOKLET



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

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.

Participating Companies







[Click on the specific role to view more details]






#1 AMARA HOTELS & RESORTS.....	9
• Assistant Housekeeper.....	9
• Accounts Receivable Officer 	9
• Assistant Restaurant Manager	9
• Banquet Operations Manager.....	9
• Chef De Partie (Local cuisine).....	10
• Guest Service Manager 	10
• Guest Service Executive	10
• HR Executive 	10
• Marcom Executive 	10
• Public Attendant	11
• M&E Technician	11
• Restaurant Executive	11
• Restaurant Manager 	11
• Senior Security Officer	11
• Store cum Receiving Officer	11
• Senior Room Attendant	11
• Senior/Security Officer.....	12
• Sales Manager/Senior Sales Manager (Events/Corporate) 	12
• Waiter/Waitress.....	12
#2 BABILOU FAMILY SINGAPORE	13
• Assistant Early Years Educator	13
• Infant Educator	14
• Principal 	14
• Preschool Educator (English Language) 	15
• Preschool Educator (Chinese Language) 	16
• Support Staff - Cleaner / Cook	17

Legend:  – PMET Roles

- Trainee Educator 17
- #3 CH TALENT RESOURCES 18**
- Assistant / Store Manager (Luxury Retail / Cosmetics)  18
- Cash Packer 18
- Chef (Chinese Cuisine) 18
- Finance Executive  18
- Marine Service Technician / Engineer  19
- Operation Assistant  20
- #4 CRAGAR INDUSTRIES 20**
- Assembler 20
- CNC Machine Operator 21
- CNC Machine Programmer 22
- CNC Machine Setter 22
- Engineer (Process)  23
- Manager (Engineering)  24
- Manager (Quality)  24
- Manager (Production)  26
- Manufacturing Operations Manager  27
- Mechanical Designer  29
- Purchasing Executive  30
- Planner / Project Coordinator  31
- Quality Checker  31
- Technician (Quality)  32
- Technician (Production)  33
- Warehouse Assistant 34
- #5 ISS Facility Services 35**
- Assistant Facility Manager (NUH)  35
- Building Engineer (OCH)  37
- Building Technician (OCH) 40
- Building Technician (NUH) 41
- Building Technician (KTPH) 42
- Bio-Medical Engineer  43
- BASCO /FRC Engineer (NUH)  43


Legend:  – PMET Roles

- Food Service Ambassador (NUH) 46
- Electronics Engineer (SGH)  47
- FRC Technician (KTPH & SGH) 48
- General Technician (NUP) 49
- General Technician (OCH & SGH)..... 50
- GMP Cleaner..... 51
- Healthcare Support Associate (NUH) 51
- Housekeeper (OCH/Tengah/West)..... 52
- High Touch Cleaner (TTSH) 52
- Inpatient Housekeeper (TTSH) 53
- Mechanical Engineer (SGH)  53
- M&E Engineer (SGH)  54
- Mechanical Technician (OCH) 56
- Outpatient Housekeeper (TTSH)..... 57
- Operations Supervisor (SGH) 58
- Patient Transfer Porter (Mount Elizabeth & SGH) 59
- Sanitization Support Associate (NUH) 60
- Service Ambassador 61
- Service Assurance Officer 62
- Store man (Lonza - Tuas)..... 62
- Store man (SGH) 63
- Technical Officer (OCH)..... 65
- Technician (Lonza - Science Park)..... 66
- Technician (Tengah) 67
- Tea Lady 68
- Trolley Delivery Assistant (SGH)..... 68
- #6 Katoen Natie 68**
- Assistant Engineer  69
- Assistant Manager (Technical)  70
- Dispatch Coordinator 71
- Forklift Driver..... 72
- HSSEQ Executive  72
- Inventory Coordinator..... 74

- Operations Trainee 74
- Operations Executive  75
- #7 Mandai Wildlife Group 76**
- Assistant Manager (Horticulture)  76
- Attractions Experience Crew..... 78
- Driver (Part-Time) 79
- Executive 79
- (Patient Service, Toy Doctor) 79
- Executive (Business Development) 81
- Guest Service Officer 81
- Junior Keeper..... 82
- Senior Executive (Park Operations)  82
- Senior Executive (Education)  83
- Senior Executive (Membership Operations)  84
- Senior Retail Associate 85
- Tram Captain 86
- Trainer/ Presenter 87
- #8 MCI Career Services 88**
- Assembly Technician 88
- Basic Care Assistant 89
- Customer Service Officer (Passenger Service)..... 91
- Customer Service Specialist (Apron) 91
- Dental Assistant 92
- Direct Technician 93
- Enrolled Nurse..... 93
- F&B Coordinator 93
- Final Assembly / Manufacturing Operators..... 94
- Healthcare Assistant 94
- Logistics Officer..... 95
- Material Handler (AMAT) 95
- Operator..... 95
- Operator (weekend job)..... 96
- Patient Service Associate, Inpatient Operations 96

- Production Operator 97
- Production Technician..... 97
- Service/ Kitchen Crew..... 97
- Staff Nurse  98
- Temp Customer Service Representative 98
- Screener Admin (Temp) 98
- Trainee Technician 98
- Ward Service Associate 98
- Warehouse Assistant 99
- Warehouse Assistant 99
- Warehouse Assistant 100
- Warehouse Assistant (With Forklift license) 100
- Operator / Storekeeper / Warehouse Assistant (Temp: 2–3 Months)..... 100
- Warehouse / Operator / Storekeeper / Packer / Picker / Material Handler (3 Months or Longer).... 100
- Production Operator 101
- Management Associate  101
- Non-Destructive Testing Inspector (NDT)  102
- Management Trainee (New Brand)  102
- Pharmacist  103
- Senior/ Radiographer  105
- Sales Assistant / Photographer  107
- Senior Logistics Officer  107
- Vehicle Technician (1 Year Contract)  108
- Executive Assistant (For Hospital)  109
- #9 Quasar Medical (Singapore)..... 110**
- Manufacturing Engineer  110
- Material Handler 110
- Production Operator 111
- Production Line Leader 111
- Production Technician..... 112
- #10 RE Sustainability Singapore 112**
- Cleaner 112
- Cleaning Supervisor..... 113

- Multi Skilled Driver 113
- Network Administrator  114
- Procurement Executive  115
- Restroom Cleaners..... 116
- #11 Singapore Saizeriya..... 117**
- Kitchen Assistant..... 117
- Management Trainee  117
- Service Crew 119
- #12 Sin Chew Woodpaq 119**
- Class 4 Driver..... 119
- Class 5 Driver..... 120
- Customer Service Executive  121
- Safety Coordinator  122
- #13 Tee Yih Jia Food Manufacturing 125**
- Business Development Executive (Food Service / HORECA)  125
- Cleaner 125
- Facility Technician  126
- Food Processing Worker..... 126
- Security Officer..... 126
- Warehouse Assistant 126
- #14 Vantive Manufacturing 127**
- Forklift Driver..... 127
- Lab Analyst  128
- Operators..... 128
- Quality Technician 128
- #15 Woodlands Transport 129**
- Admin Executive  129
- Bus Drivers..... 129
- Mechanics / Technicians 130
- MICE Executive  130
- Operations Executive (Overland Products & Operations)  131
- Prime Mover Driver 131




- Tour Consultants  132
- Traffic Coordinator (Part Time) 133
- e2i Services..... 133**

#1 AMARA HOTELS & RESORTS

Our flagship, Amara Singapore Hotel, is conveniently located in Singapore's thriving Central Business District, next to the Tanjong Pagar MRT Station. This business hotel in Singapore is easily accessible by major transportation modes and within walking distance to the fascinating Chinatown, the Tanjong Pagar Conservation District, key office buildings, foreign and local banks, post offices, shops, as well as dining and entertainment establishments. Amara Sanctuary Resort Sentosa is a 140-room boutique resort in Singapore nestled within 3.5 hectares of secluded tropical gardens on the hillside of Sentosa's popular Palawan Beach


Click Here for Table of Content

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Assistant Housekeeper	<ul style="list-style-type: none"> • Guest oriented and detailed focused. • Able to work on shifts, weekends and public holidays. 	<ul style="list-style-type: none"> • Assist housekeeping in overseeing daily housekeeping operations. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days • Rotating Shifts
Accounts Receivable Officer 	<ul style="list-style-type: none"> • Must have hotel experience 	<ul style="list-style-type: none"> • Ensuring timely collection of payment and maintaining accurate records 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> 8.30am to 6.15am
Assistant Restaurant Manager	<ul style="list-style-type: none"> • Good communications and interpersonal skills 	<ul style="list-style-type: none"> • Ensure smooth daily operations in the restaurant & bar 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days • Rotating Shifts
Banquet Operations Manager	<ul style="list-style-type: none"> • Minimum 3 years of F&B experience with strong background in banquet operations • Service orientated with an eye for details • Able to work on shifts, weekends and public holidays 	<ul style="list-style-type: none"> • Oversee and manage the hosting of banquets to provide excellent guest experience • Ensure daily administration and operations requirements of the banquet department 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days • Rotating Shifts

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Chef De Partie (Local cuisine)	<ul style="list-style-type: none"> • Good communications and interpersonal skills 	<ul style="list-style-type: none"> • Ensure that all menu dishes of highest quality are prepared 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days • Rotating Shifts
Guest Service Manager 	<ul style="list-style-type: none"> • Minimum 3 years of experience in similar capacity 	<ul style="list-style-type: none"> • Responsible for managing guest relations and supporting the Guest Service Team in offering the highest level of service to hotel guests, ensuring pleasant and enjoyable experiences 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days • Rotating Shifts
Guest Service Executive	<ul style="list-style-type: none"> • Experience in customer service preferred 	<ul style="list-style-type: none"> • Greeting guests warmly and perform registration procedures 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days • Rotating Shifts
HR Executive 	<ul style="list-style-type: none"> • Excellent interpersonal and communication skills • Minimum 2 years of experience in similar capacity 	<ul style="list-style-type: none"> • Support the Human Resource Manager in full spectrum of Human Resource function 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days
Marcom Executive 	<ul style="list-style-type: none"> • Strong passion for social media and storytelling. • Proficiency in photo and video editing software (e.g., Adobe Suite, Canva, Final Cut Pro). • A good eye for design, aesthetics, and visual storytelling. • Experience in photography, videography, and managing social media platforms 	<ul style="list-style-type: none"> • Driving brand growth and engagement through creative storytelling and visually compelling content • Passion for social media, photography, videography, and content creation will be essential in shaping and executing strategies that enhance our online presence, engage our audience, and support overall marketing objectives 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Public Attendant	<ul style="list-style-type: none"> • Able to work on shifts, weekends and public holidays 	<ul style="list-style-type: none"> • Maintain cleanliness of the resort in accordance with procedures & guidelines 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days • Rotating Shifts
M&E Technician	<ul style="list-style-type: none"> • Skilled and knowledgeable in M&E maintenance and can troubleshoot M&E 	<ul style="list-style-type: none"> • Perform preventive maintenance program on hotel M&E equipment, including plumbing/sanitary system to standard 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days • Rotating Shifts
Restaurant Executive	<ul style="list-style-type: none"> • Service-oriented with excellent interpersonal and communication skills • Able to work on shifts, weekends and public holidays 	<ul style="list-style-type: none"> • Assist in supervision of daily operations of the outlet • Establish rapport with guests to ensure service excellence 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days • Rotating Shifts
Restaurant Manager 	<ul style="list-style-type: none"> • Minimum 3 years experience in F&B. • Strong communication, problem solving and people skills • Able to work on shifts, weekends and public holidays 	<ul style="list-style-type: none"> • Ensure smooth daily operations in the restaurant & bar 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days • Rotating Shifts
Senior Security Officer	<ul style="list-style-type: none"> • Experience as a security in hotel • Able to work on shifts, weekends and public holidays 	<ul style="list-style-type: none"> • Ensure safety and security of hotel guests & staff • Conduct regular patrolling & investigations 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days • Rotating Shifts
Store cum Receiving Officer	<ul style="list-style-type: none"> • Able to carry heavy goods as and when required 	<ul style="list-style-type: none"> • Ensure that all goods/merchandises received or rejected goods/merchandises are properly documented and accounted for 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days • Rotating Shifts
Senior Room Attendant	<ul style="list-style-type: none"> • Able to work on shifts, weekends 	<ul style="list-style-type: none"> • Maintain cleanliness of the guest rooms in accordance 	<ul style="list-style-type: none"> • Weekly Commitment:

Click Here for Table of Content


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	and public holidays	with procedures & guidelines	<ul style="list-style-type: none"> - 6 Days • Rotating Shifts
Senior/Security Officer	<ul style="list-style-type: none"> • Minimum 1 year of experience 	<ul style="list-style-type: none"> • Ensure security policies and procedures are carried out 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days • Rotating Shifts
Sales Manager/Senior Sales Manager (Events/Corporate) 	<ul style="list-style-type: none"> • Willing to work on weekends & public holidays 	<ul style="list-style-type: none"> • Maximize sales revenue for corporate events, wedding events, solemnizations and anniversaries 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days • Working Hours: - 8.30am to 6.15pm or 9am to 6.45pm
Waiter/Waitress	<ul style="list-style-type: none"> • At least 1 Year(s) of working experience in the related field is required for this position • Able to work on shifts, weekends and public holidays 	<ul style="list-style-type: none"> • Provide friendly, excellent professional service to all guests • Responsible for handling food and beverage orders and serving guests • Assist in preparation and setting up in the restaurants for service • Check that all amenities and utensils are properly stocked and inspected. • Assist guests on their respective requests • Possess knowledge to upsell, well-versed in all aspects of the menu 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days • Rotating Shifts

#2 BABILOU FAMILY SINGAPORE

Babilou Family Singapore is a subsidiary of Babilou Family Group, a France-incorporated Early Childhood organisation. Previously known as Nurture Education Group, we now operate under the new corporate name Babilou Family Singapore with 61 education learning centres islandwide. This includes preschool brands KiddiWinkie Schoolhouse, Little Footprints, as well as student care brand Learning Leap.


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Assistant Early Years Educator	<ul style="list-style-type: none"> • Certifications in Early Childhood Care & Education (FECCE) • Possess Fundamentals or Certificate in Preschool teaching • First Aid Certification will be an advantage • Experience in toddler care will be an advantage • Passionate in nurturing infants and toddlers • Possess excellent interpersonal and communication skills 	<ul style="list-style-type: none"> • To adhere to the individual centre's schedule and practices • Conduct non-programme activities like storytelling, crafts, etc. • Assist Lead Teachers to prepare for lessons by getting materials ready or setting up equipment eg. water play, etc. • Assist in supervising the children in class, between classes and toileting • Assist in the lessons by working with individual students or small groups of students. For example, after the Lead Teacher presents a lesson, Assistant Teacher may help a small group of students as they try to master the material • Supervise the children at play and assist with the daily basic routine care such as changing diapers, showering the children, feeding the children, etc. • Adhere to Teaching Standards, Safety, Hygiene, Rules and Regulations set by the centre and ECDA • Provide all other support and assistance where necessary to ensure smooth operations 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days

Click Here for Table of Content

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Infant Educator	<ul style="list-style-type: none"> • Certifications in Early Childhood Care & Education (HCIC/CIT/ACEY) • Possess Fundamentals or Certificate in Preschool teaching • First Aid Certification will be an advantage • Experience in toddler care will be an advantage • Passionate in nurturing infants and toddlers • Possess excellent interpersonal and communication skills 	<ul style="list-style-type: none"> • Plan, supervise and implement the programme for the class in accordance with centre's policies and framework. • Carrying out routine care duties. • Create an open, friendly, and cooperative atmosphere in which children and parents feel comfortable and secure. • Responsible for the safety and hygiene of the children. • Provide experiences that promote individual expression through conversation, play, and creative interaction. • Complete progress reports and prepare a developmental portfolio for each child. • Ensure that parents receive adequate information about their child's progress at the centre. • Assist the child in coping with anxiety during the transition phase (separation from parents when placed into infant care school) 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days
Principal 	<ul style="list-style-type: none"> • Must possess the Advanced Diploma in Early Childhood Centre Leadership (ADECL) • Degree in Early Childhood Education will be an advantage • Minimum 3 years of experience in teaching or managing a childcare/preschool 	<ul style="list-style-type: none"> • Must possess the Advanced Diploma in Early Childhood Centre Leadership (ADECL) • Degree in Early Childhood Education will be an advantage • Minimum 3 years of experience in teaching or managing a childcare/preschool 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days

Click Here for Table of Content

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • A team leader as well as a team player • Possess excellent writing and communication skills • Proficiency in Microsoft Office (Word/Excel/PowerPoint) 	<ul style="list-style-type: none"> • A team leader as well as a team player • Possess excellent written and communication skills • Proficient in Microsoft Office (Word/Excel/Power-Point) 	
<p>Preschool Educator (English Language) </p>	<ul style="list-style-type: none"> • Min. 1 year in Early Childhood Sector/fresh graduates with Diploma in Early Childhood Education/Advanced Certificate in Early Years 	<ul style="list-style-type: none"> • Plan, supervise and implement the programme for the class in accordance with centre’s policies and framework • Prepare and implement the programs and age-appropriate teaching aids • Set up and create a stimulating and engaging pleasant learning environment that promotes learning • Keep accurate records of children’s progress and address the children’s educational and developmental needs individually • Complete progress reports on children for each semester and prepare a developmental portfolio for each child • Communicate with the parents by writing comments on the child’s well-being, progress, etc. in the Parents-Teacher Communication Booklet. Check this Communication Booklet daily for messages, and/or comments from the parents • Build and maintain close partnership with parents • Responsible for all aspects of classroom management and carry out routine care 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		duties to ensure safety and hygiene of the children <ul style="list-style-type: none"> • Work closely with the other teaching staff in the class in carrying out the duties • To undertake other related duties as and when assigned 	
Preschool Educator (Chinese Language) 	<ul style="list-style-type: none"> • Min. 1 year in Early Childhood Sector/fresh graduates with Diploma in Early Childhood Education/Advanced Certificate in Early Years 	<ul style="list-style-type: none"> • Plan, supervise and implement the programme for the class in accordance with centre's policies and framework • Prepare and implement the programs and age-appropriate teaching aids • Set up and create a stimulating and engaging pleasant learning environment that promotes learning. • Keep accurate records of children's progress and address the children's educational and developmental needs individually • Complete progress reports on children for each semester and prepare a developmental portfolio for each child • Communicate with the parents by writing comments on the child's well-being, progress, etc. in the Parents-Teacher Communication Booklet. Check this Communication Booklet daily for messages, and/or comments from the parents 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Build and maintain close partnership with parents 	
Support Staff - Cleaner / Cook	<ul style="list-style-type: none"> Experience in childcare settings will be advantageous No minimum education required Candidate who possesses Food Handling certificate is an advantage (Not a must) Punctual and Responsible Able to commence work soon is preferred Medical Benefits 	<ul style="list-style-type: none"> Always ensure cleanliness of the school. Assist and support actively when the cook is away. Clean the classroom, toilets, common areas, office, reception, parents' area, windows, doors, window grilles, gates, shelves, cabinet, shoe racks, cubbies, children's tables and chairs, dining area. Clear rubbish from classrooms/offices. Assist in showering the children in the morning or washing dishes in the afternoon. Prepare simple meals when needed, especially working on Saturday. Maintain cleanliness and neatness of the garden and outdoor play area (if applicable) 	<ul style="list-style-type: none"> Weekly Commitment: - 5 Days
Trainee Educator	<ul style="list-style-type: none"> Minimum Secondary 2 education 	<ul style="list-style-type: none"> The trainee educator will be placed under the place-and-train program 	<ul style="list-style-type: none"> Weekly Commitment: - 5 Days


#3 CH TALENT RESOURCES


CH Talent Resources is a specialized recruitment agency based in Singapore that provides diverse HR solutions. We are a part of the Charterhouse Asia Group. With our expertise in recruiting across industries, we pride ourselves on being specialists in Temporary, Outsourcing and Permanent Staffing Recruitment for our clients in Singapore. We also specialize in Payroll Administration and can take on the role of the contractual employer.

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Assistant / Store Manager (Luxury Retail / Cosmetics) 	<ul style="list-style-type: none"> At least 3 years experience in similar function 	<ul style="list-style-type: none"> Involve in the recruitment of store team together with HR team Work with Head of Retail on individual and store objectives / KPIs; Provide constructive feedback and coaching to the team for improvement Conduct the store team briefing every shift; Ensure that the team's grooming and behavior are according to the store's SOP 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days
Cash Packer	<ul style="list-style-type: none"> Physically fit and able to stand for long hours and handle heavy loads 	<ul style="list-style-type: none"> Performed pick and pack tasks and handled data entry in the cash room 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days
Chef (Chinese Cuisine)	<ul style="list-style-type: none"> Prior experience in preparing Chinese cuisine is required 	<ul style="list-style-type: none"> Support the Executive Chef in managing kitchen operations across outlets Ensure top-notch food quality and consistency in noodle and congee dishes Uphold hygiene standards and lead performance development Troubleshoot production issues and collaborate with central kitchen teams 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days
Finance Executive 	<ul style="list-style-type: none"> ACCA certification or a Bachelor's degree in Accounting, Finance, or a related field 	<ul style="list-style-type: none"> Execute end-to-end accounts receivable and accounts payable processes, ensuring accuracy, timeliness, and compliance with internal controls Monitor outstanding receivables and lead 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<p>proactive collection efforts with hospitals, healthcare institutions, and strategic partners</p> <ul style="list-style-type: none"> • Perform 3-way matching of purchase orders, delivery orders, and invoices to facilitate timely and accurate payment processing • Perform monthly bank reconciliations and resolve variances promptly. • Support timely financial closing processes, including supplier-level reconciliations for monthly reporting • Prepare quarterly GST submissions to IRAS in accordance with local tax regulations • Support all-year-end audit activities • Collaborate cross-functionally with research, operations, and commercial teams—across Singapore, the US, and Hong Kong—to ensure financial accuracy and accountability • Support the Senior Finance Manager in budgeting and forecasting • Contribute to continuous improvement efforts in financial systems, workflows, and internal policies 	
<p>Marine Service Technician / Engineer </p>	<ul style="list-style-type: none"> • Diploma / Degree in Electronics/Communication Engineering 	<ul style="list-style-type: none"> • Involve in project for installation of marine electronics equipment. • Liaise/co-ordinate with shipyard for related project. • Assist in the repair work in the workshop • Brief business partners on various navigational/communication system setup • Provide technical support for business partners • Prepare reports on 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		equipment for business partners	
Operation Assistant 	<ul style="list-style-type: none"> Relevant studies in Warehouse, Logistics, or Supply Chain Willing to work shifts 	<ul style="list-style-type: none"> Manage in / out of airfreight Cargo 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> - 5 Days

Click Here for Table of Content

#4 CRAGAR INDUSTRIES

To provide best-in-class engineering turnkey solutions for the Biomedical industry by empowering our people with future-ready skills, driving innovation through emerging technology, and being recognized as a responsible manufacturer with good sustainable practices.

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Assembler	<ul style="list-style-type: none"> Prior experience in production or semicon assembly in a manufacturing/c leanroom environment (mechanical, pneumatic, electrical experience is a plus) Diploma/NITEC/ Higher NITEC in relevant engineering fields (manufacturing, production, mechanical, assembly etc) Ability to multi-task, 	<ul style="list-style-type: none"> Prepares work to be accomplished by studying assembly instructions, blueprint specifications, and parts lists, gathering parts, subassemblies, tools, and materials. Positions parts and subassemblies by using templates or reading measurements. Assembles components by examining connections for correct fit; fastening parts and subassemblies. Verifies specifications by measuring completed components. Resolves assembly problems by altering dimensions to meet specifications; notifying supervisor to obtain additional resources 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>independent, meticulous, good team player, willing to learn, possess initiative and reliable</p> <ul style="list-style-type: none"> • Good team player with initiatives and able to work under pressure and work overtime sometimes 		
<p>CNC Machine Operator</p>	<ul style="list-style-type: none"> • Minimum 3 years of relevant working experience as a CNC machine operator. • Proficiency in operating CNC machines (mills and lathes). • Strong understanding of machining tolerances and quality assurance principles. • Excellent attention to detail and commitment to quality control. • Good problem-solving abilities and knowledge of safety regulations • Experience with precision measuring tools 	<ul style="list-style-type: none"> • CNC Machine Operator: Operates and programs CNC machines to produce precision components as per specifications • Monitors machine performance, performs routine maintenance, and ensures adherence to quality standards • Reads technical drawings, troubleshoots issues, and maintains safety protocols in the production environment 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.45pm



Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	(e.g., callipers, micrometres)		
<p>CNC Machine Programmer</p>	<ul style="list-style-type: none"> • ITE or equivalent in Mechanical Engineering/Precision Engineering or a related field. • Minimum 3 years of relevant working experience as a programming. • Proficiency in CNC programming languages (e.g., G-code). • Strong experience with CAD/CAM software (e.g., Mastercam, SolidWorks). • Excellent attention to detail and quality assurance skills. • Strong analytical and problem-solving skills 	<ul style="list-style-type: none"> • Machine Programmer: Develops and optimizes machine programs for efficient production processes • Analyzes technical drawings, configures settings, and ensures accurate coding for equipment • Tests, troubleshoots, and updates programs as needed while adhering to safety and quality standards • Collaborates with teams to enhance productivity and precision 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.45pm
<p>CNC Machine Setter</p>	<ul style="list-style-type: none"> • ITE or Diploma in Mechanical Engineering/Precision Engineering or a related field. • Minimum 3 years of relevant working experience as a machine setter. • Strong 	<ul style="list-style-type: none"> • CNC Machine Setter: Prepares and sets up CNC machinery for production, ensuring accurate calibration and alignment based on specifications • Conducts test runs, inspects equipment for proper functionality, and performs adjustments as needed • Maintains safety standards, monitors 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.45pm

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>understanding of CNC machining processes and tools relevant to biomedical applications</p> <ul style="list-style-type: none"> • Excellent attention to detail and problem-solving skills • Knowledge of safety and quality standards in biomedical manufacturing 	<p>machine performance, and collaborates with operators to optimize production efficiency</p>	
<p>Engineer (Process) </p>	<ul style="list-style-type: none"> • Diploma in Industrial Engineering, Mechanical Engineering, or a related field • Minimum 3 years of relevant working experience in process engineering. • Strong analytical and problem-solving skills • Proficiency in statistical analysis tools (e.g., Minitab). • Knowledge of materials and machining techniques. • Excellent communication and teamwork skills • Familiarity with 	<ul style="list-style-type: none"> • Engineer (Process) specializes in designing, optimizing, and troubleshooting industrial processes to improve efficiency and safety • Responsibilities include analyzing data, implementing process improvements, and ensuring compliance with industry standards • Collaboration with cross-functional teams to achieve operational excellence is essential 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.45pm


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	regulatory compliance and quality management systems		
Manager (Engineering) 	<ul style="list-style-type: none"> • Diploma in Engineering or a related field. • 5 years of relevant working experience in engineering management, preferably in the biomedical or precision engineering sectors. • Strong leadership and team management skills. • Related knowledge of biomedical engineering principles. • Excellent problem-solving and decision-making abilities. • Proficiency in project management methodologies (e.g., Agile, Lean) • Familiarity with CAD software for design and modelling 	<ul style="list-style-type: none"> • Oversees engineering projects and teams, ensuring timely completion and alignment with organizational goals • Develops strategies, manages budgets, and resolves technical challenges. Coordinates cross-functional collaboration, optimizes workflows, and fosters innovation while maintaining compliance with safety and quality standards • Drives team performance and continuous improvement. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.45pm -
Manager (Quality) 	<ul style="list-style-type: none"> • Diploma or Bachelor’s degree in quality management, 	<ul style="list-style-type: none"> • Leads quality assurance initiatives, ensuring products and processes meet standards and customer expectations. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour:


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>Engineering, Industrial Management, or a related field. Professional certifications in quality control (e.g., Six Sigma, ISO 13485, 9001) are highly desirable.</p> <ul style="list-style-type: none"> • Experience in Quality Control: Proven experience in a quality control or quality assurance role within a manufacturing setting. Experience in managing quality control processes and teams in small to medium-sized enterprises (SMEs) is advantageous. • Knowledge of Quality Standards: Strong understanding of quality management systems, standards, and methodologies. Familiarity with relevant regulations and certifications specific to the manufacturing industry is 	<ul style="list-style-type: none"> • Develops quality strategies, monitors compliance, and oversees audits • Resolves quality-related issues, drives continuous improvement, and collaborates across teams to enhance performance while maintaining regulatory and safety requirements. 	<p>- 8am to 5.45pm</p>

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>essential.</p> <ul style="list-style-type: none"> Analytical and Problem-Solving Skills: Excellent analytical skills to interpret quality data, identify root causes of defects, and implement effective solutions. Proficiency in using quality analysis tools and software. Communication and Leadership Skills: Strong communication skills to effectively convey quality issues, collaborate with cross-functional teams, and present findings to senior management. Proven leadership abilities to manage a quality control team and drive continuous improvement 		
<p>Manager (Production) </p>	<ul style="list-style-type: none"> A degree or diploma in Engineering, Manufacturing, Industrial Management, or a related field 	<ul style="list-style-type: none"> Overseeing and optimizing production operations to ensure efficiency, quality, and adherence to delivery targets. This role is central to achieving production goals, maintaining high 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> - 5 Days Working Hour: <ul style="list-style-type: none"> - 8am to 5.45pm -


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> • Minimum [insert number] years of relevant experience in a manufacturing or production environment, preferably in a managerial capacity • Proven experience in overseeing end-to-end production operations, from planning to execution • Strong leadership and team management capabilities • Excellent planning, organization, and time management skills • Competence in data-driven decision-making, including interpreting KPIs and production metrics • Ability to identify and troubleshoot production challenges efficiently 	<p>standards, and driving continuous improvement across departments</p> <ul style="list-style-type: none"> • Responsible for leading cross-functional coordination, supervising production teams, and aligning operational outcomes with organizational objectives. 	
<p>Manufacturing Operations Manager </p>	<ul style="list-style-type: none"> • Bachelor’s degree in Engineering, Operations 	<ul style="list-style-type: none"> • Lead and oversee all operational departments: Planning, Design, Production, Assembly, QC, and Shipping. 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>Management, or related field; higher qualifications preferred.</p> <ul style="list-style-type: none"> • Minimum 5–8 years of senior operations/production management experience, preferably in fabrication or mechanical parts manufacturing. • Proven leadership with ability to manage multiple functions and command respect. • Hands-on, decisive, and proactive in solving operational and quality challenges. • Strong strategic, analytical, and organizational skills. • Excellent documentation and process management capabilities. • Exceptional communication in English; Mandarin is an advantage. • Committed to a fast-paced, results-oriented 	<ul style="list-style-type: none"> • Take end-to-end ownership of order execution — from first PO to final shipment — ensuring on-time delivery and high-quality output. • Develop and implement operational strategies that drive efficiency, reduce waste, and increase profitability. • Set up and lead cross-functional committees to resolve non-conformance issues, implement corrective actions, and prevent recurrence. • Monitor KPIs, production schedules, resource allocation, and workflow across all departments. • Build a disciplined, accountable, and high-performing team that respects and follows leadership. • Provide clear documentation of processes, decisions, and improvements for traceability. • Collaborate with the MD on operational insights, long-term planning, and growth strategies. • Ensure that operations consistently contribute to customer satisfaction and long-term profitability 	

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>environment with strong focus on quality, delivery, and profitability.</p> <ul style="list-style-type: none"> The Operations Manager must possess exceptional leadership skills, able to guide and inspire teams across multiple functions, using a flexible approach that is firm when necessary but supportive and motivating 		
<p>Mechanical Designer </p>	<ul style="list-style-type: none"> Diploma or Associate’s degree in Mechanical Engineering, Drafting, or a related field. Skilled in using CAD software (e.g., AutoCAD, SolidWorks). Basic understanding of engineering concepts and materials used in mechanical systems. Familiar with mechanical systems, components, and manufacturing 	<ul style="list-style-type: none"> Create detailed mechanical drawings, schematics, and 3D models using CAD tools (e.g., AutoCAD, SolidWorks). Revise and update existing designs as required, incorporating changes and feedback from project stakeholders. Contribute to the creation of technical documents, including user guides and assembly instructions. Maintain accurate records of drawings and design files to ensure proper version control and traceability. Ensure all designs comply with relevant standards, regulations, and internal company protocols. Work closely with production teams to address any drawing- 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>processes.</p> <ul style="list-style-type: none"> • Ability to read and interpret mechanical diagrams and blueprints effectively 	<p>related issues that arise during manufacturing.</p> <ul style="list-style-type: none"> • Participate in project meetings to report progress, resolve design challenges, and propose improvements. • Perform on-site measurements and collect data to support precise design and drafting work. • Collaborate with engineers to understand design specifications and provide recommendations on manufacturability and practicality. • Assist engineers in preparing technical reports and analyses when required 	
<p>Purchasing Executive </p>	<ul style="list-style-type: none"> • Diploma/Degree in Supply Chain, Procurement, Business, or equivalent. • Minimum 2–3 years of relevant purchasing/procurement experience. • Strong negotiation, communication, and supplier management skills. • Meticulous, detail-oriented, and well-organized. • Able to work independently in a fast-paced, deadline-driven environment. • Proficient in 	<ul style="list-style-type: none"> • Source, evaluate, and negotiate with suppliers for best cost, quality, and reliability. • Monitor and control purchasing costs to achieve budget and profitability targets. • Closely follow up on purchase orders to ensure on-time delivery. • Assess and manage vendor performance (price competitiveness, lead time, quality, service levels). • Ensure proper traceability, documentation, and filing for all purchasing activities. • Work with internal departments to forecast needs and prevent stock-outs. • Ensure compliance with company procurement policies and procedures 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>Microsoft Office; ABSS system knowledge will be an advantage</p>		
<p>Planner / Project Coordinator </p>	<ul style="list-style-type: none"> • Ability to multi-task, independent, meticulous, good team player, willing to learn, possess initiative and reliable • Good team player with initiatives and able to work under pressure and work overtime sometimes • Ability in English written, orals and interpersonal communication skills • Knowledge in Microsoft office application (eg: Words, Excel, Email) • Training Provided (With or Without Experience) 	<ul style="list-style-type: none"> • Handles administrative tasks including scheduling, organizing, record-keeping and handling information flow to ensure smooth running of project • Handling the progress schedule of new/ongoing projects • Liaise and coordinate with purchasers, subcontractors, suppliers, and clients to coordinate the projects assigned • Monitor project plans and schedules to ensure it runs smoothly • Communicator between Production units & other Business units regarding projects update and information • Handle sales inquiries and customer’s request for quotation • Other duties as assigned by Reporting Officer 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days
<p>Quality Checker </p>	<ul style="list-style-type: none"> • Knowledge of quality assurance inspection aspect and activities • Can read & interpret 	<ul style="list-style-type: none"> • Perform QA inspection, follow through company's procedure and ensure adherence to product quality standards • Generates inspection and non-conformance reports as necessary • Ensure operation operates 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>drawing basic engineering drawings</p> <ul style="list-style-type: none"> • Knowledge in using smart scope will be an advantage • Aware in basic QC tools (ex. Digital Caliper, Micrometer, Depth Micrometer, etc) • Ability to multi-task, independent, meticulous, good team player, willing to learn, possess initiative and reliable • Good team player with initiatives and able to work under pressure and work overtime sometimes • Ability in English written, oral and interpersonal communication skills • Knowledge in Microsoft office application (eg: Words, Excel, Email) 	<p>in a secured environment to safeguard confidential information</p>	
<p>Technician (Quality) </p>	<ul style="list-style-type: none"> • Diploma/NTC/ ITE or equivalent qualification • Minimum of 3 years' working 	<ul style="list-style-type: none"> • Ensuring that products meet quality standards and specifications before they are released to customers. This role is crucial in maintaining high 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.45pm

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>experience in a relevant field</p> <ul style="list-style-type: none"> • Has experience with ISO9001 or ISO13485 requirement and processes • Team player with strong analytical skills • Mature professional with the drive, initiative, and determination to succeed • Computer literate and proficient in using relevant software • Ability to carry out multi-task assignments and work efficiently • Possess a positive attitude, drive, and commitment toward excellence • Self-starter with good analytical and rational thinking skills 	<p>product quality and customer satisfaction through rigorous inspection and adherence to quality control procedures.</p>	
<p>Technician (Production) </p>	<ul style="list-style-type: none"> • Proven experience as a Machine Setter, Technician or similar role • Strong technical skills and knowledge of machinery operation and maintenance. 	<ul style="list-style-type: none"> • Responsible for operating, maintaining, and troubleshooting production equipment to ensure efficient manufacturing processes • Conducts quality checks, adheres to safety guidelines, and collaborates with teams to optimize production flow and minimize downtime 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.45pm

Click Here for Table of Content


Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> • Familiarity with ISO13485 standards and their application in a manufacturing environment. • Ability to read and interpret technical drawings and specifications. • Diploma/NTC/ ITE or equivalent qualification, technical certification or training is a plus 	<ul style="list-style-type: none"> • Ensures compliance with production standards and maintains accurate documentation. 	
<p>Warehouse Assistant</p>	<ul style="list-style-type: none"> • Minimum secondary school certificate (O/N Levels); forklift certification preferred • Experience: 1–2 years in warehousing, logistics, or inventory handling (entry-level roles may accept no experience) • Skills: <ul style="list-style-type: none"> - Physically fit to carry store goods - Basic computer literacy (e.g. Excel, warehouse management systems) preferred 	<ul style="list-style-type: none"> • Supporting daily warehouse operations by handling goods efficiently and maintaining accurate inventory records • Responsibilities include receiving and inspecting incoming shipments, organizing storage, picking and packing items for distribution, and ensuring timely dispatch. The role also entails maintaining a clean, orderly, and safe work environment in compliance with company standards and safety regulations 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.45pm

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> - Attention to detail and accuracy - Time management and ability to multitask - Teamwork and communication skills 		

Click Here for Table of Content

#5 ISS Facility Services


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 Requirements	Job Descriptions	Working Hours / Location
Assistant Facility Manager (NUH) 	<ul style="list-style-type: none"> • 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 • Flexible working hours to meet the needs of the 	<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 Client & Service Partners meetings. • Ensure SLA Delivery • Control of client procedures, and drive operational efficiency and effectiveness • Review plant 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 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>business</p> <ul style="list-style-type: none"> • Understanding related trades in ACMV, Mechanical, Electrical, Building and BASCO/FRC • Basic knowledge of space planning and utilization 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 the event whereby the breakdown requires after office hours and/or weekends. • Possess 	<p>in the delivery of subcontracted services</p> <ul style="list-style-type: none"> • 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 • 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 supporting 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 	

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>certification of Fire Safety Manager (SCDF) will be advantageous</p>	<ul style="list-style-type: none"> • Undertake responsibility & management to the team’s identification of competency gaps in the team members and to train staff accordingly. • Undertake responsibility & management to the team’s organizational 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 organization. • Undertake any other responsibility or attend to any duties as assigned by Facilities Manager 	
<p>Building Engineer (OCH) </p>	<ul style="list-style-type: none"> • Degree in Civil Engineering / FM / Architectural discipline with minimum 3 years experience • Preferably minimum 2-3 years of working experience in a facility management environment • Pro-active, ability to prioritize work and achieve desired result • Independent, able to work with minimum supervision and have a good 	<ul style="list-style-type: none"> • Responsible for building services such as Civil, Structural, infrastructure works, namely: • External and internal Walls including repairs and painting • Painting and maintenance of service pipes • Walkways, ramps, footpaths, staircase, hand railing and circulation spaces • Roads, elements, road signs and Road curbs, • Walkway shelters, awnings, overhangs, canopy and covers • Walls and partitions • False ceiling boards including framework and paintwork • Architectural finishes such as Floor Tile/Ceramic Tile, vinyl flooring and epoxy 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>understanding of critical workflow</p> <ul style="list-style-type: none"> • Proficiency in Microsoft Office - Words, Excel and PowerPoint • Able to commit to 5.5 work week with staggered rest days implemented due to operational requirements 	<p>coated floor</p> <ul style="list-style-type: none"> • Drainpipe, Floor trap, Rain water pipes, gutters and flashings. • Inspection of Building Structures, earth retaining structures, civil/structural elements, slope, handrails • Coordination with PE on certification. • Internal and external drainage, plumbing, sanitary and sewer systems above ground and underground • Ensure all work is carried out safely and in accordance with safety work procedures. • Provide support and advice to Technical officer and technicians on Building Services. • Review, update and maintain any building related drawings etc. • Manage and guide a team of Technical Officer and technicians in attending to breakdown calls as well as their performance • Investigate and determine root cause of faults and report • Carry out analysis on poor performing equipment. Prepare and submit Incident Report in a timely manner • Develop working schedule / duty roster of the Technical Officer and Technicians. • Responsible for implementing preventive and corrective maintenance program in accordance with the standards, all corporate policies and legislated regulations 	

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<ul style="list-style-type: none"> • Liaison with OEM / building contractor for all building services & regularly solicit feedback from maintenance staff regarding fault status and feedback to users. • Conduct regular inspection of existing mechanical system and its serviceability status. • Review service reports and escalate any finding or action that is required • Assist in the Development, maintenance and the regular review and test of SOP/EOP. • Assists in Business Continuity, Emergency Operations and Exercises such as Fire Drill/Evacuation exercise, major equipment breakdowns, major power shutdown, disease outbreak and incidents where deemed to be of top priority. Activates Recall protocol for emergency. • Participate with the client on site walkabout as and when required. • Provide training to technician /technical officers, and technicians as and when necessary. • Review service reports and escalate any finding or action that is required. • Advice and lead the technical investigation / troubleshooting for rectification works. Investigate and determine root cause of faults and report. • Undertake any ad hoc assignment requested or delegated by the AFM/FM 	

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		as required for the operational needs	
<p>Building Technician (OCH)</p>	<ul style="list-style-type: none"> • At least 1 to 2 years of experience • A minimum NITEC or higher NITEC or equivalent • To be able to work independently. • To be stationed on site during his work shift • Familiarity with retrofitting, A&A works, and building maintenance practices and safety procedures is preferred. • Organized, neat, tidy, well-groomed, and have good interpersonal skills. • Pro-active and able to work with minimal supervision and perform under pressure. • Boom lift, scissors lift, rope access, confined space, welding cert, scaffold cert, or any other work-related license or cert, and trained in 	<ul style="list-style-type: none"> • Able to hands-on and perform retrofitting works, A&A works, maintenance works for both minor and major works in civil work, plumbing & sanitary works • Perform preventive and corrective maintenance for building facilities and service systems • Conduct routine checks including building components and elements • Able to troubleshoot maintenance issues • To liaise with the suppliers and/or subcontractor • Able to solve problems with groundwork, giving cost-effective and practical proposals, and recommendations for those works beyond repairs • Any other duty as assigned by your supervisor/engineer/manager 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>relevant working experience will be an added advantage</p>		
<p>Building Technician (NUH)</p>	<ul style="list-style-type: none"> • Higher NITEC (or equivalent) in relevant FM discipline, with minimum 3 years relevant experience; or • NITEC (or equivalent) in relevant FM discipline, with minimum 5 years relevant experience; or • Minimum SEC (Skill Evaluation Certification) of relevant FM discipline accredited by BCA, with minimum 5 years relevant experience; or Minimum 10 years of experience. • Able to work in hospital setting • Able to commit to 5.5 work week with staggered rest days implemented due to operational requirements • Able to work Overtime as and when 	<ul style="list-style-type: none"> • Preparing the list of works, materials, tools, machinery, and other things to be used. • Planning of works for the task given. • Conduct inspection before and after work. • Able to communicate with the User • Communicate closely to Supervisors by updating the works such as before, progress, and after or completion of works on site. • To attend and assist in firefighting, major breakdown such as pipe burst, ceiling collapse, leaking, choke, etc., when there is an outbreak. • Routine servicing, repairs and replacement of spares, consumable materials, items and components to all systems and equipment to ensure that they are operational. • Knowledge in repairing of door accessories and hardware, painting works, carpentry. • Hands-on support to Building operations • Responsible for any ad hoc duties tasked by direct Supervisor or Management • Carry out preventive and corrective maintenance of the designated Building premises. • Documentation of scheduled routine findings 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>operational requirements or work urgency entails</p>	<p>and rectification.</p> <ul style="list-style-type: none"> • Attend to all work orders issued by the operations and management • Knowledgeable in repairing plumbing, sanitary fitting & fixtures. • Daily routine inspection on building premise, Building fixtures and fittings etc. • To handle & manage external Specialist contractors awarded jobs on-site 	
<p>Building Technician (KTPH)</p>	<ul style="list-style-type: none"> • Nitec / Higher Nitec / in Building / Mechanical / Electrical Engineering or equivalent. • Possess technical knowledge of general building systems • Minimum 2 years of relevant experience as Building Technician or similar capacity • Familiarity with building maintenance practices and safety procedures is preferred. • Organized and have good interpersonal skills. • Pro-active, independent, able to work with minimal 	<ul style="list-style-type: none"> • Work safely in accordance with HSE regulations and policies • Coordinate, supervise and perform building facility maintenance and rectification • Facilitate interface with suppliers and term contractors for regular and ad-hoc maintenance activities • Conduct routine checks including air-conditioning system, electrical, fire protection, plumbing system, etc. to ensure they are operating correctly • Identify potential issues and highlight to supervisor/manager proactively • Respond to users' requests and alarms and report any fault to the supervisor • Perform preventive and corrective maintenance for building facilities and services including plumbing systems • Conducting the necessary mitigations to make safe, isolate fault and resume operation 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	supervision and perform under pressure;	<ul style="list-style-type: none"> Troubleshoot and rectify minor maintenance issues (bulb replacement, plumbing and part replacement) 	
Bio-Medical Engineer 	<ul style="list-style-type: none"> Diploma/Degree in Biomedical Engineering Strong technical knowledge of biomedical equipment and maintenance procedures Excellent problem-solving and communication skills Ability to work independently and as part of a team 	<ul style="list-style-type: none"> Manage preventive maintenance, first-line fault response and minor rectification works for biomedical equipment Establish and manage maintenance contracts with OEMs for medical equipment Plan, supervise and coordinate the vendor in the commissioning, breakdown and preventive maintenance, inventory updating and de-commissioning of medical equipment Respond to equipment faults and coordinate with specialists for further rectification Inspect and review biomedical equipment and draft Preventive Maintenance plans Prepare and submit monthly reports Provide technical assistance and training to clinical staff on the proper handling and maintenance of biomedical equipment Ensure compliance with safety regulations and company policies 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5.5 Days
BASCO /FRC Engineer (NUH) 	<ul style="list-style-type: none"> Degree in Mechanical Engineering / FM discipline with minimum 3 years experience; or Diploma in 	<ul style="list-style-type: none"> Responsible for building and facility services, system operations and maintenance program Ensure all the works are carried out safely and in accordance with safety work procedures Oversees the Building 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>Mechanical Engineering / FM discipline with minimum 5 years of relevant experience</p> <ul style="list-style-type: none"> • Preferably minimum 2-3 years of working experience in a facility management environment in a hospital / clean room / pharmaceutical will be preferred. • Pro-active, ability to prioritize work and achieve desired result • Independent, able to work with minimum supervision and have a good understanding of critical workflow 	<p>Automation System (BAS) and other systems within the BMS/BASCO/FRC room, including ensuring the smooth operation (within the acceptable limits and are run safely, effectively and economically) and timely rectification of the M&E equipment and responding to all alarms as part of the drive to achieve KPIs.</p> <ul style="list-style-type: none"> • Manage and assign Corrective Maintenance (CM) and Preventive Maintenance Work order (PM) using the CMMS (Computerized Maintenance Management System) to the maintenance staff accordingly. • Lead the coordination and communication process of rectifying the faults between the maintenance staff, vendors and contractors. • Develop working schedule duty roster for the team and manage a team of technicians in attending to breakdown calls. • Responsible to undertake maintenance program in accordance with the standards, all corporate policies and legislated regulations • Ensure all building and facility systems are operational within acceptable limits and are run safely, effectively and economically • Responsible for conducting preventive and corrective maintenance program in accordance 	


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<p>with the standards, all corporate policies and legislated regulations</p> <ul style="list-style-type: none"> • Liaison with OEM /system contractor for all building services & regularly solicit feedback from maintenance staff regarding fault status and feedback to users. • Assists in Business Continuity, Emergency Operations and Exercises such as Fire Drill/Evacuation exercise, major equipment breakdowns, major power shutdown, disease outbreak and incidents were deemed to be top priority. Activate Recall protocol for emergencies • Provide feasible solutions and coordinate with owners/users, consultants, vendors/contractors on engineering function requirement • Conduct regular inspection of existing building equipment and its serviceability status • Review service reports and escalate any finding or action that is required • Assist in the Development, maintenance and the regular review and test of SOP/EOP • Advice and lead the technical investigation / troubleshooting for rectification works • Investigate and determine root cause of faults and report • Prepare and submit regular reports to Management and Customer, with analytical 	

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		findings and propose improvements. <ul style="list-style-type: none"> • Provide training to technician /technical officers, and junior staff as necessary • Undertake any ad hoc assignment requested or delegated by the AFM/FM as required for the operational needs 	
Food Service Ambassador (NUH)		<ul style="list-style-type: none"> • A good understanding of all the various diets available and its suitability for each patient. (e.g. therapeutic diets, soft diets, halal, non-halal) • Checking diet chit for accuracy before serving to patient • Daily changing of water jugs and cups for patients • Ensure diet chit and patient details are tally • Take meal order for every patient at 4.00pm daily in the EMOS (Electronic Meal Ordering System) and practice service quality standards. • Serve breakfast, lunch, tea break and dinner on time • Clear food trays within the stipulated time. • Clean patient refrigerator weekly and ensure all food store in the refrigerators are labelled. • Check and record all refrigerators' daily temperatures. Alert supervisors if the temperatures are not within the ideal range. • Daily upkeep patient pantry to ensure they are clean, tidy and organized. • Liaise with kitchen to ensure adequate supply of condiments supplies in the 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<p>pantry (e.g. Stirrer, Sugar, Creamer, Milo, Butter, Jam)</p> <ul style="list-style-type: none"> • Check and discard all expired food (e.g. Bread) • Wipe and clean patients' tables before and after meals • Upkeep ward food trolleys by making sure they are always clean and tidy. • Comply to all service quality, infection control, health and safety requirements by customer or ISS • Always follow every instruction on infection control and wear the appropriate Personal Protective Equipment (PPE). • Undertake duties or improvement projects assigned by superior 	
<p>Electronics Engineer (SGH) </p>	<ul style="list-style-type: none"> • Diploma or Degree in Engineering (Electronic, Electrical) with minimum ten (10) years or three (3) years relevant working experience. • Able to commit to 5.5 days work week • Comfortable to be working in hospital 	<ul style="list-style-type: none"> • To continue to seek opportunities to improve and enhance the structure, working hours and shift detailing and the supports of supervisors and technicians to support the hospital operations to a new level • To work closely with the client to identify opportunities to improve the facilities and generate additional revenue by securing additional work • To address principal concerns from the client on Fix IT program and devise system to improve it by working closely with the team • To obtain quotation from sub-contractors and process purchase order for all repair works and work 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		with all sub-contractors to perform repair works to maintain the facilities within the improving expectations of the client <ul style="list-style-type: none"> • To stabilize the team during operations and continue to seek improvement in the organization structure and operations process to improve support to the hospital. • Identify engineering issues and troubleshooting to response to end users' request. Resolving and mitigating potential engineering problems and potential cause to system breakdown. Work closely with Central Operations to tackle engineering problems 	
FRC Technician (KTPH & SGH)	<ul style="list-style-type: none"> • NITEC /Higher NITEC/Professional Certificate in Electrical / Aircon / Mechanical Services • Able to speak fluently and communicate effectively in English • Customer Oriented • Good in PC Skills • Able to work in rotating shift environment (a must) and thrive in a fast-paced challenging environment • Team player 	<ul style="list-style-type: none"> • Handle calls at Fault Reporting • Centre for customer complaints • Assign jobs to on-site technical team and work with them to resolve issues • Prioritize jobs and escalate to higher management / client in an appropriate manner • Monitor Building Management System (BMS), Fire Alarm Systems and other alarm monitoring systems • Provide regular updates and reports to higher management / customers / end-users • Part of on-site response team for high priority jobs and emergency cases 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	with good interpersonal skills		
General Technician (NUP)	<ul style="list-style-type: none"> • At least GCE "O" Level or NITEC certification. • 2 years of working experience. (Relevant healthcare experience is preferred) 	<ul style="list-style-type: none"> • Responsible for the maintenance and installation of all matters relating to technical services in NUP polyclinics. • Perform daily routine inspection on M&E equipment operation. • Perform utilities reading and record. • Attend any equipment breakdown and rectify it. • Follow up rectification on monthly Facility inspection finding and report on completion. • Perform monthly checks and maintenances of all machinery and equipment in NUP polyclinics as per schedule. • Report to Facility Engineer for any major issues or defects encountered • Respond and carry out action of all demands raised from NUP relating to technical services. • Responsible for high rise cleaning which is more than 2 meters tall when required. • Manage spare parts and consumable parts and order to engineer monthly basis • Additional Task • Attend and act to complaints and enquiries from all staff (nurses, officers, doctors, etc.) of NUP. • Report defects on finding and to follow up on rectification. • Submit to Facility Engineer 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<p>monthly basis.</p> <ul style="list-style-type: none"> • Report to TO or Facility Engineer on finding and rectification. • Report to TO or Facility Engineer for beyond capabilities • Manage report and submit to FM by end of the month. • Maintain professional appearance of all time in polyclinic. • Carry out ad hoc housekeeping duties requested by Facility Supervisors, Facility engineers and FM. • Report to Facility Engineer for beyond capabilities. • Duty cover for FS when required. • Maintain and keep standard of storeroom 	
<p>General Technician (OCH & SGH)</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 on rotating shifts and/or 5.5 days work week. • Able to work overtime due to operational requirements • Willing to work in hospital 	<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 with Singapore General Hospital. • 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 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>environment</p>	<p>framework of the allocated resources.</p> <ul style="list-style-type: none"> • Managing all minor repairs and fixing 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. • Manage relationship with all specialists' sub-con and contractors appointed by the hospital to achieve the required KPI, client's expectations and deliverables 	
<p>GMP Cleaner</p>	<ul style="list-style-type: none"> • Able to wear personal protection equipment (PPE) to do cleaning duties 	<ul style="list-style-type: none"> • Perform weekly cleaning at specific clean areas • Clear rubbish in specific areas • Top up PPE inventory weekly or upon request ensure area is well stocked • Perform floor scrubbing when required 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days
<p>Healthcare Support Associate (NUH)</p>		<ul style="list-style-type: none"> • Perform cleaning of beds according to SOPs and get them ready for next patient's admission • Able to handle E-Systems (e.g. HIMS) to communicate and start & end of task. • Cleared soiled linen and trash within patient area • Disinfect bed frame and its surrounding • Update and maintain bed discharge record • Always keep clean and 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		tidy for all beds discharge trolleys and related equipment or machines. <ul style="list-style-type: none"> • Comply to all services quality, infection control, health & safety requirements by customers or ISS • Follow every instruction on infection control and always wear appropriate personal protective safety (PPE) • Undertake any duties or improvement projects assigned by supervisor 	
Housekeeper (OCH/Tengah/ West)	<ul style="list-style-type: none"> • Willing to learn, training provided • Flexible with shifts, including weekends or holidays 	<ul style="list-style-type: none"> • Dispose of waste properly and safely • Refill supplies such as soap, sanitizers, and paper towels • Follow hospital cleaning protocols and safety guidelines • Report any maintenance issues to the supervisor • Clean and sanitize patient rooms, toilets. • Maintaining Cleanliness of the public area 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days
High Touch Cleaner (TTSH)		<ul style="list-style-type: none"> • Perform frequent cleaning and disinfection of high-contact surfaces such as lift buttons, handrails, door handles, and seating areas • Ensure hygiene standards are maintained throughout public areas • Follow infection control procedures strictly • Sanitization high footfall areas • Requirements: • Comfortable with standing • Comfortable with wearing PPE (mask, apron and gloves) 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
<p>Inpatient Housekeeper (TTSH)</p>	<ul style="list-style-type: none"> • Good hygiene practices and attention to detail • Willing to undergo training on infection control protocols 	<ul style="list-style-type: none"> • Perform general cleaning in inpatient wards, including following SOP of discharge patient • Cleaning of washroom • Disinfect beds, furniture, and floors in accordance with healthcare standards • Safely dispose of medical waste and used materials 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days
<p>Mechanical Engineer (SGH) </p>	<ul style="list-style-type: none"> • Minimum Diploma/Degree in Mechanical/Builing engineering related field. • Minimum 3-5 years of relevant experience. • Pro-active, ability to prioritize work and achieve desired result • Able to commit to 5.5 days work week with staggered rest days implemented due to operational requirements 	<ul style="list-style-type: none"> • Responsible for mechanical services, system operations and maintenance program not limited to systems such as Lifts, Escalator, Fire Alarm System, Autodoors, Pumps, Plumbing, wheelchair, macerator, patient bed, • Ensure all the work is carried out safely and in accordance with safety work procedures. • Ensure all systems are statutory compliance. • Provide support and advice to technical officers and Technicians on mechanical system related activities. • Review, update and maintain mechanical system drawings, etc. • Manage and guide a team of Technical Officers and Technicians in attending breakdown calls. • Investigate and determine root cause of faults and report • Carry out engineering analysis on poor performing equipment. • Prepare and submit Incident Report in a timely manner. • Review the performance of Technical Officers and Technicians. 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<ul style="list-style-type: none"> • Develop working schedule / duty roster of the Technical Officers and Technicians. • Responsible for implementing preventive and corrective maintenance program in accordance with the standards, all corporate policies and legislated regulations • Coordinate with QP and various internal / external stakeholders on Fire Certification activities. • Keep track of Mechanical system License renewal. • Conduct regular inspection of existing mechanical systems and its serviceability status. • Review service reports and escalate any finding or action that is required • Assist in the Development, maintenance and the regular review and test of SOP/EOP. • Participate with the client on site walkabout as and when required. • Advice and lead the technical investigation / troubleshooting for rectification works • Provide training to technician /technical officers, and technicians as and when necessary. • To carry out or perform tasks / activities as instructed by Manager from time to time 	
<p>M&E Engineer (SGH) </p>	<ul style="list-style-type: none"> • Degree in Mechanical/Electrical/FM Engineering with minimum 3 years relevant 	<ul style="list-style-type: none"> • Responsible for Mechanical & Electrical services, system operations and maintenance program not limited to systems such as 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>experience or Diploma in Mechanical/Electrical/FM Engineering with minimum 5 years of relevant experience.</p> <ul style="list-style-type: none"> • Pro-active, ability to prioritize work and achieve desired result • Independent, able to work with minimum supervision and have a good understanding of critical workflow • Able to communicate and write well in English. • Able to commit to 5.5 days work week with staggered rest days implemented due to operational requirements • Proficiency in MS office, AutoCAD and Single-Line Drawings 	<p>Lifts, Escalator, Fire Alarm System, Auto doors, Pumps, Plumbing, wheelchair, macerator, patient bed and electrical trips/faults.</p> <ul style="list-style-type: none"> • Ensure all the works are carried out safely and in accordance with safety procedures. • Ensure all systems are statutory compliance. • Provide support and advice to technical officer and technicians on mechanical system related activities. • Review, update and maintain mechanical system drawings, etc. • Manage and guide a team of Technical Officer and technicians in attending to breakdown calls. • Investigate and determine root cause of faults and report • Carry out Engineering analysis on poor performing equipment. • Prepare and submit Incident Report in a timely manner. • Review the performance of Technical Officers and Technicians. • Develop working schedule / duty roster of the Technical Officer and Technicians. • Responsible for implementing preventive and corrective maintenance program in accordance with the standards, all corporate policies and legislated regulations • Coordinate with QP and various internal / external stakeholders on Fire 	

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<p>Certification activities.</p> <ul style="list-style-type: none"> • Compile all electrical usage monthly for reporting and analysis. • Liaison with electrical LEW on issues at site. • Coordinate with LEW and various internal / external stakeholders on Annual Shutdown activities. • Keep track of Mechanical & Electrical system License renewal for the building(s) appointed. • Conduct regular inspection of existing mechanical systems and its serviceability status. • Review service reports and escalate any finding or action that is required • Assist in the Development, maintenance and the regular review and test of SOP/EOP. • Participate with the client on site walkabout as and when required. • Advice and lead the technical investigation / troubleshooting for rectification works • Provide training to technician /technical officers, and technicians as and when necessary. • To carry out or perform tasks / activities as instructed by Manager from time to time 	
<p>Mechanical Technician (OCH)</p>	<ul style="list-style-type: none"> • At least 1 to 2 years of experience • Minimally NITEC or higher NITEC or equivalent. • Is expected to be able to work independently. • Is expected to 	<ul style="list-style-type: none"> • Manage HVAC, mechanical, electrical, and other maintenance operations while ensuring adherence to safety standards and best practices. • Oversee project tasks and support system testing and commissioning. 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>be stationed on site during his work shift.</p> <ul style="list-style-type: none"> • Familiarity with retrofitting, A&A works, and building maintenance practices and safety procedures is preferred. • Organized, neat, tidy, well-groomed and have good interpersonal skills. • Pro-active and able to work with minimal supervision and perform under pressure • Boom lift, scissors lift, rope access, confined space, welding cert, scaffold cert or any other work-related license or cert and trained in relevant working experience will be an added advantage 	<ul style="list-style-type: none"> • Oversee ACMV, electrical, and building systems, performing troubleshooting, repairs, and preventive maintenance. • Work closely with contractors to ensure smooth daily operations of commercial and non-commercial buildings. Carry out preventive and breakdown maintenance for mechanical electrical, ACMV and general building services • Provide best practices in engineering maintenance to provide a safer environment workplace • Buildup & maintain business relationships with customers and end users to achieve expectations with reference to KPI and service level • Identify areas of opportunities to improve facilities to help generate additional revenue by securing additional work • Address principal concerns from the client on Fix It Program and devising system to improve by working closely with co-colleagues 	
<p>Outpatient Housekeeper (TTSH)</p>	<ul style="list-style-type: none"> • Able to work in a fast-paced healthcare environment • Responsible and detail-oriented 	<ul style="list-style-type: none"> • Clean and maintain outpatient clinic areas including consultation rooms, waiting areas, and car park • Ensure safe disposal of general and medical waste • Replenish consumables such as tissue paper, soap, and sanitizers • Disinfect furniture and 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		medical equipment surfaces as instructed <ul style="list-style-type: none"> Adhere to hospital's infection control guidelines 	
Operations Supervisor (SGH)	<ul style="list-style-type: none"> Minimum 'O' Levels, & ITE Cert Without experience, candidate is welcome to apply. Training will be provided Applicants must be willing to work in Singapore General Hospital Preferably non-executives specializing in General Work (Housekeeper, Driver, Dispatch, Messenger, etc), or Healthcare (Medical Support, Assistant or equivalent) Working Days: 5-6 days a week Able to work overtime (when required) 	<ul style="list-style-type: none"> Projects a professional image always. Delivers quality portering services to patients and staff in the hospital. Provides portering services which include but are not limited to patients, medical records, specimen, equipment, medication and blood products to and from the wards/ specialist clinics / departments / external centers in a safe and professional manner. Assists in the reception of patients by provision of wheelchairs / trolleys and their transfer from ambulance and 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. Disseminate information where necessary and provide feedback to supervisor on cases of interest. Ensure that the equipment / mobile devices are always in good 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<p>working conditions and report any defects.</p> <ul style="list-style-type: none"> • Prepares and maintains daily roster, daily attendance and periodic reports. • Collects and consolidates all medical certificate submission, leaves application forms and ensures that all documents are in order prior to submission. • 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 • 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>Patient Transfer Porter (Mount Elizabeth & SGH)</p>	<ul style="list-style-type: none"> • Minimum "O" Levels / ITE Cert • Day and Night shifts are available • Basic IT knowledge is required to handle E-Systems, computers, smartphones. • Able to handle difficult customers 	<ul style="list-style-type: none"> • Perform portering services for patients to and from the wards/ specialist clinics/ departments/ external centers in a safe and professional manner. • Deliver and collect medical/patient records, specimens, medications or any other items within a hospital environment. • Comply with quality service, safety and health requirements of ISS and customers. 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> • Candidates who have similar prior experience will be considered for the Senior Patient Transfer Porter role • Able to lead a team (for Senior position) 	<ul style="list-style-type: none"> • Build strong relationships with stakeholders and anticipate their needs. • Implement productivity related initiatives • Provide coaching & supervision of junior or new team members (for Senior position) 	
<p>Sanitization Support Associate (NUH)</p>	<ul style="list-style-type: none"> • High attention to detail and ability to follow procedures closely. • Able to commit weekend shift • Willing to learn attitude and able to work in team 	<ul style="list-style-type: none"> • Provide a high standard of hygiene and cleanliness within the customer premises. • Practice good service acts by greeting others, smiling and saying thank you (GST) to customers and colleagues. • Project professional image with proper grooming standards by ensuring that overall appearance be pleasant, clean and neat. • Perform cleaning duties in hospital wards and common areas in hospital and / or perform general duties in all areas of the hospitals. Focus on sanitizing and wiping high-frequency touch areas such as door handles/knobs, lift buttons, toilet seats and in patient ward areas such as bed rails, call buttons. • Meet the cleanliness and hygiene standard and ensure compliance with Health & Safety Environmental procedures and practices. Report accidents/incidents to the superior promptly. • Create great service experiences for customers through providing service personalization, verbal 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		and non-verbal communication and building connections through empathetic service, rapport and going the extra mile. <ul style="list-style-type: none"> • Maintain neat and organized janitorial/store areas. • Undertake any duties/projects assigned by the Superior 	
Service Ambassador	<ul style="list-style-type: none"> • Qualifications in Hospitality, Communication, related fields • 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"> • 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 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
<p>Service Assurance Officer</p>	<ul style="list-style-type: none"> • Willingness to work on a rotating shift schedule • Strong team player with a collaborative mindset 	<ul style="list-style-type: none"> • Conduct daily quality inspections and service audits to ensure excellence in service delivery • Monitor and enforce site compliance with established SOPs and service standards • Provide regular operational updates to the Assistant Resident Managers • Operate cleaning equipment and robotic systems, oversee on-site operations, and respond promptly to service-related issues 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days
<p>Store man (Lonza - Tuas)</p>	<ul style="list-style-type: none"> • Valid Forklift license • Team Player • Able to commit 5.5 Days 	<ul style="list-style-type: none"> • 1. Store Support • Perform key functions including inspection, receipting, storage, issuing, and replenishment of stock. • Conduct regular inventory counts and ensure accurate stock levels. • Record all materials and equipment issued, assigned, loaned, or returned with proper documentation. • Carry out packing/unpacking of goods, including operating a forklift when required. • Maintain a well-organized storeroom and ensure adherence to SOPs. • Keep inventory records accurate and up to date at all times. • Perform routine preventive maintenance for store facilities. • Support other tasks as assigned by the Facility Manager or Client. • 2. Technician Duties 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<ul style="list-style-type: none"> • Conduct routine and ad-hoc maintenance, repairs, and inspections on facilities and systems. • Escort and supervise contractors during both scheduled and unscheduled maintenance work. • Carry out additional duties as directed by the Facility Manager • 3. Compliance & Safety • Comply with the Client’s SOPs, regulatory requirements, WSH (Workplace Safety and Health) guidelines, and fire safety standards • 4. Client Management • Address and resolve complaints or operational issues promptly and professionally. • Uphold a high standard of service to enhance user experience and satisfaction 	
<p>Store man (SGH)</p>	<ul style="list-style-type: none"> • Complete Secondary School education or closely related field with minimum 2 or more years of required knowledge in storekeeping, inventory work and abilities would be qualifying with an understanding of cleaning facility services. Those without the minimum requirements of 	<ul style="list-style-type: none"> • Maintain regular and direct contact with all job sites as relates to store requisitions. • Coordinate with all suppliers to ensure stock is received promptly and accurately. • Conduct quality control checks and random inspection on goods received. • Deliver stocks to job sites as and when required. • Maintain and update stock cards daily • Continually monitor suppliers to ensure best value is being obtained. • Match all invoices with delivery and purchase orders. 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>educational qualifications but with relevant experience can be considered for the position.</p> <ul style="list-style-type: none"> • Must have knowledge of written and spoken English. Preferably conversant in Malay, Mandarin and Dialects. • Ability to be literate to operate a computer. 	<ul style="list-style-type: none"> • Source for items which are not in the stock list as and when required. • Implement the Company's Purchase procedures and systems laid down in the Quality Management System. • Maintain stores and administration in good order to comply with Environmental Health & Safety Management System and government legislation. • Supervise and participate in receiving, ordering, stocking and issuing supplies and materials, shortages and discrepancies. • Ensure proper inventory levels and perform data entry, check stock items for reorder, maintain stock records; conduct schedule inventory and prepare monthly activity reports. • Issuance of stocks per requisition. • Perform minor repairs (changing of 3-pin fused plug and appliance connector) of equipment. • Ensure that, at all times, the image of the department is reflected as the professional image of the Company • Undertake any duties/projects, etc as and when instructed by the Contract Manager. • Maintain machinery maintenance records; coordinate training for new machinery and ad hoc machinery audit/inspection 	

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
<p>Technical Officer (OCH)</p>	<ul style="list-style-type: none"> • A minimum of 3 years of relevant experience with a Diploma, 5 years with a Higher NITEC, or 10 years with a NITEC in Facilities Management is required. • Core Trade/SEC Experience – Minimum 10 years of relevant experience with a Core Trade/SEC (Skill Evaluation Certification) in FM, accredited by BCA. • Able to thrive in a fast-paced challenging environment • Need to perform rotating shift duties • Team player with good interpersonal skills 	<ul style="list-style-type: none"> • Manage HVAC, mechanical, electrical, and other maintenance operations while ensuring adherence to safety standards and best practices. • Oversee project tasks and support system testing and commissioning. • Oversee ACMV, electrical, and building systems, performing troubleshooting, repairs, and preventive maintenance. • Work closely with contractors to ensure smooth daily operations of commercial and non-commercial buildings. Carry out preventive and breakdown maintenance for mechanical electrical, ACMV and general building services • Provide best practices in engineering maintenance to provide a safer environment workplace • Buildup & maintain business relationships with customers and end users to achieve expectations with reference to KPI and service level • Identify areas of opportunities to improve facilities to help generate additional revenue by securing additional work • Address principal concerns from the client on Fix It Program and devise system to improve by working closely with co-colleagues 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
<p>Technician (Lonza - Science Park)</p>	<ul style="list-style-type: none"> • Educational qualifications with either of the following: • Higher NITEC (or equivalent) in relevant FM discipline, with minimum 3 years relevant experience; or • NITEC (or equivalent) in relevant FM discipline, with minimum 5 years relevant experience; or • Minimum SEC (Skill Evaluation Certification) of relevant FM discipline accredited by BCA, with minimum 5 years relevant experience; or • Minimum 10 years of experience. • Comfortable working in hospital setting • Able to commit to 5.5 work week with staggered rest days implemented due to operational requirements • Able to work Overtime as and when operational requirements or work urgency entails. • You may be 	<ul style="list-style-type: none"> • Preparing the list of works, materials, tools, machinery, and other things to be used. • Planning of works for the task given. • Conduct inspection before and after work. • Able to communicate with the User • Communicate closely to Supervisors by updating the works such as before, progress, and after or completion of works on site. • To attend and assist in firefighting, major breakdown such as pipe burst, ceiling collapse, leaking, choke, etc., when there is an outbreak. • Routine servicing, repairs and replacement of spares, consumable materials, items and components to all systems and equipment to ensure that they are operational. • Knowledge in repairing of door accessories and hardware, painting works, carpentry. • Hands-on support to Building operations • Responsible for any ad hoc duties tasked by direct Supervisor or Management • Carry out preventive and corrective maintenance of the designated Building premises. • Documentation of scheduled routine findings and rectification. • Attend to all work orders issued by the operations and management • Knowledgeable in repairing plumbing, 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content


Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	required to travel to the Tuas site to provide support, if needed	sanitary fitting & fixtures. <ul style="list-style-type: none"> • Daily routine inspection on building premise, Building fixtures and fittings etc. • To handle & manage external Specialist contractors awarded jobs on-site 	
Technician (Tengah)	<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"> • Carry out repairs and troubleshooting back-end engineering maintenance works and ensure 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 fixing 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. 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<ul style="list-style-type: none"> • Manage relationship with all specialists sub-con and contractors appointed by the hospital to achieve the required KPI, client's expectations and deliverables 	
Tea Lady		<ul style="list-style-type: none"> • Prepare and serve beverages (tea, coffee, etc.) to office staff and guests • Maintain cleanliness of pantry and meeting rooms • Refill pantry supplies and ensures items are well-stocked • Assist with light pantry duties (e.g., washing cups, arranging snacks) • Assist in other ad-hoc duties assigned by supervisor 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days
Trolley Delivery Assistant (SGH)	<ul style="list-style-type: none"> • No experience required. • Able to communicate with English speaking user / customer. • Required to push and pull loaded trolley (on wheels) up to 200kg. • Able to commit to overtime work 	<ul style="list-style-type: none"> • Push Heavy Diet & Cargo Trolley • May drive Tow Tuck (Training will be provided). • Ensure distribution procedures are running smoothly 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days


#6 Katoen Natie

With a rich company history spanning over 160 years, the Katoen Natie Group brings innovation to the fore with a wide range of unique solutions for the chemical industry in a global network of 68 terminals, including our Singapore Jurong Logistics Terminal.

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
<p>Assistant Engineer </p>	<ul style="list-style-type: none"> • Min. Diploma in Electrical & Electronic Engineering or Mechatronics Engineering • General knowledge on AC drives and electrical motors, pneumatic cylinders and roller/chain conveyors. • Ability to utilize, debug and modify existing PLC programs • Knowledge of PLC and electrical systems. • Min. 3 years' relevant experience in automation systems. • Able to perform 12-hour rotating shift and placed on standby duties if required. • Ability to read & use Electrical Single Line Diagram. • Ability to work with low voltage DB on lighting and auxiliary equipment 	<ul style="list-style-type: none"> • Carry out preventive maintenance and corrective repair works on packaging / conveying equipment / facilities / electrical system on Material Handling Equipment / other duties as assigned. • Carry out mechanical preventive maintenance works on packaging equipment/ facilities and other duties as assigned. • Troubleshoot and rectify electrical, mechanical, pneumatic and hydraulic system faults on equipment. • Prompt attendance to breakdown repair and recovery of operational equipment. • Analyze & Reduce equipment downtime through Predictive Maintenance • Able to use CMMS effectively to analyze parts failures • Planning of Shutdown maintenance • Leading a team of maintenance technicians • Liaise with Vendors on fabrications works • Able to determine equipment critical spares inventory • Lead and report on commissioning of new equipment. • Documentation of works carried out on equipment via works orders, organize and report to superior on work daily. • Preparing reports for management presentation • Able to procure parts from service vendors 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 4 Days • Working Hour: Rotating Shifts <ul style="list-style-type: none"> - 8am to 8pm - 8pm to 8am

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<ul style="list-style-type: none"> • Ad hoc duties as assigned. • Ability to access risk and hazards for jobs • Compliance with Safety and Quality standards • Lead the team on Root Cause Analysis • Collaboration with Operational Team on Failure Analysis • Lead continuous improvement projects / Operation Excellence • Coach and guide new technicians technically 	
<p>Assistant Manager (Technical) </p>	<ul style="list-style-type: none"> • Degree in Mechanical or Electrical/Electronic Engineering or relevant Engineering. • About 5 years managerial experience in a logistics (Technical) and/or manufacturing background is required for this position. • Strong ability to interact with all levels in the organization inclusive of customers, contractors and vendors. • Possess an established network of vendors & contractors and proven ability to manage them. • Good analytical 	<ul style="list-style-type: none"> • Responsible for the troubleshooting, repairs and preventive/predictive maintenance of equipment to optimize cost efficiency of the bagging & warehousing operations in the Company • Responsible for the proper building maintenance/facilities of Company's premises, where we are accountable • Ensure that all equipment/facilities meets statutory requirements, where required. • Interface and collaborate with customers in weekly meetings to identify and execute maintenance costs • Drive reliability centered maintenance program to enhance equipment uptime, MTBF and lifecycle • Lead Root Cause Failure Analysis (RCFA) for breakdowns and implement corrective actions to minimize downtime • Management of and 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8.45am to 5.45pm

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> ability and sound working equipment knowledge. • Ability to articulate challenges on the shop floor and make decisive, safety-first decisions. • Cost savings track record: demonstrated success in reducing maintenance spend • Excellent management and communication skills. • Posses a valid class 3 driving license is preferable. • Able to challenge status quo with logical reasoning to make positive improvement 	<ul style="list-style-type: none"> optimization of services by vendors and contractors. • Oversee and execute spare part optimization and inventory management • Accountable for the overall Technical KPIs 	
<p>Dispatch Coordinator</p>	<ul style="list-style-type: none"> • GCE 'N' Level and/ or above, or equivalent • Computer literate • Knowledge in Microsoft Office • To commit 12-hours rotating shift work • Working location is at Jurong 	<ul style="list-style-type: none"> • Ensure that all containers are dispatched correctly and the orders processed properly • Liaise with transportation company on container arrival • Ensure that all vehicles are weighed accordingly • Sending job order to open yard via VMT system 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 4 Days • Working Hour: Rotating Shifts <ul style="list-style-type: none"> - 8am to 8pm - 8pm to 8am

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	Island (Company transportation is provided)		
Forklift Driver	<ul style="list-style-type: none"> NITEC holders are welcome to apply Able to handle products of 25kgs Possess a valid forklift license To commit 12-hours rotating shift work Perform work under hot and humid environment Working location is at Jurong Island (Company transportation is provided) 	<ul style="list-style-type: none"> Able to operate a forklift independently Assist in the warehouse and packaging operations Handling different products with different product characteristics Observing safety and achieving productivity target Ensures all orders are handled promptly and accurately Managing data by using tablet 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 4 Days Working Hour: Rotating shift <ul style="list-style-type: none"> 8am to 8pm 8pm to 8am Location: <ul style="list-style-type: none"> Jurong Island
HSSEQ Executive 	<ul style="list-style-type: none"> Able to work on Jurong Island Excellent interpersonal skills with a strong operational background and a keen eye for details Ability to work at height and climb cat ladders. Proficiency in MS office applications and other in-house software Good interpersonal skills 	<ul style="list-style-type: none"> Assist in establishment, upkeep of Workplace Safety and Health documentation and records in accordance with Workplace Safety and Health Legislation. Review method statements & risk assessment (if required) in accordance with Workplace Safety and Health Act and Subsidiary legislation Inspect & audit workplace to ensure compliance with Workplace Safety and Health legislations, company's safety management system and clients requirement. Carry out daily inspections to identify any unsafe 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days Working Hour: <ul style="list-style-type: none"> 8.45am to 5.45pm


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> • Positive working attitude • Qualifications Certificate in Advanced Certificate in WSH Level B and/or any relevant Safety Certificates. • Attended the WSH Coordinator Refresher Course • Confine Space Assessor Certificate will be an advantage • ISO 9001, 14001, 45001 Internal Auditor Trained will be an advantage 	<p>condition and unsafe work practice which is carried out on the workplace.</p> <ul style="list-style-type: none"> • Assist, recommend and support in implementing reasonably practicable measures to remedy the unsafe condition and unsafe work practice. • Conducting and generating reports for HSSEQ internal & external audits, client assessments, authority assessments, table-top exercises, emergency drills, security drills. Close follow up to complete safety actions. • Liaise with vendors and contractors to maintain emergency and fire safety equipment. • Perform monthly fire alarm testing. • Planning, Developing and Delivering of HSSEQ training for staff, visitors, contractors, haulers. • Responding to Non-conformities, Near Misses and Incidents to provide support to Operations, CERT Team and other departments. Investigates and provide recommendations to address root causes of the non-conformities, near misses and incidents. Follow up and provide support to close incident actions promptly. • Responsible for Site Security and managing Security Agency providing 24hrs site security services. • Duties as assigned by superior. • Cover duties upon absence of team members 	

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
<p>Inventory Coordinator</p>	<ul style="list-style-type: none"> • GCE A level and above • Min 2 years' experience in managing inventory • Accurate and meticulous with attention to details • Able to work independently with little instruction on routine work • Ability to communicate effectively on all levels • Basic Excel skills required • Knowledge of SAP preferred 	<ul style="list-style-type: none"> • Manage the day-to-day inventory in the Warehouse: • Receive products from the Bagging terminals and inventory reconciliation • Liaise with the Bagging terminals for any discrepancies • Production write-on and updating stock quantity in SAP • Managing movement of inventory in WMS • Daily Inventory reporting • Flag forms and ad hoc activities • Keep track and reconciliation of Flag forms • Update manpower and resources used for the Flag forms • Follow up with closure and response to Customer • Update and submit monthly reports • Liaise and coordinate with the various Supervisors for manpower and resources • *Overtime required especially during month end and Annual Stock Take 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8.00am to 5.45pm
<p>Operations Trainee</p>	<ul style="list-style-type: none"> • Nitec/Higher Nitec in Logistics & Supply Chain Management • Physically able to handle products weighing up to 25kg • Preferably holds a valid forklift license • Willing to work 12-hour rotating shifts 	<ul style="list-style-type: none"> • Assist in the setup, monitoring, and basic maintenance of bagging machinery and equipment • Ensure accurate labeling, weighing, and packaging of products. • Conduct quality checks to uphold product standards. • Support inbound and outbound logistics, including loading/unloading, inventory tracking, and documentation. • Coordinate with 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 4 Days • Working Hour: Rotating shift <ul style="list-style-type: none"> - 8am to 8pm - 8pm to 8am


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> • Able to perform duties in hot and humid conditions • Working location is at Jurong Island (Company transportation is provided) • Suitable candidates may be considered for the Work-Study Diploma in Logistics & Supply Chain (Intake 2026) 	<p>warehouse and transport teams to ensure timely dispatch and delivery.</p> <ul style="list-style-type: none"> • Maintain accurate records of bagged goods, stock levels, and movement logs • Adhere to safety protocols and maintain a clean, organized work environment 	
<p>Operations Executive </p>	<ul style="list-style-type: none"> • Min. Diploma and above in Logistics Management or equivalent. • 3 to 5 years experience in warehouse/ bagging operations. • Experience in managing warehouse / logistics operations such as inventory management, material reconciliation, etc. • Strong in managing teams and excellent manpower deployment & optimization skills. • Excellent 	<ul style="list-style-type: none"> • Supervising warehouse operations, including deployment of operators and equipment, inventory management and reporting function • Manage daily operations and ad hoc requests and requirements from customers • Month end stock take and reconciliation of inventory • Lead, develop and supervise a team of workers to support the activities of the company. • Ensure strict adherence to workplace safety and health requirements. • Look for and work on continuous improvement of productivity 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8.00am to 5.45pm

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	supervisory and interpersonal skills are a must <ul style="list-style-type: none"> IT savviness is expected with good working knowledge in MS Excel Problem solving and analytical skills are necessary 		

#7 Mandai Wildlife Group

Mandai Wildlife Group is the steward of Mandai Wildlife Reserve, a unique wildlife and nature destination in Singapore that is home to world-renown wildlife parks which connect visitors to the fascinating world of wildlife. The Group is driving an exciting rejuvenation plan at Mandai Wildlife Reserve, adjacent to Singapore’s Central Catchment Nature Reserve, that will integrate five wildlife parks with distinctive nature-based experiences, green public spaces and an eco-friendly resort.

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Assistant Manager (Horticulture) 	<ul style="list-style-type: none"> Minimum recognized Degree or Diploma with Plant Science, Botany, Agricultural Science, Horticulture, Forestry Science, Environmental Science / Management, or its equivalent. At least 5 years local relevant experience for Degree holders and 10 years for 	<ul style="list-style-type: none"> Assist Assistant Vice President and Manager to oversee horticulture operations ensuring the desired landscape design intent for the park is met. Provide guidance to Horticulture Officer to achieve quality and timely completion of work tasks. Support in Transition Planning and Ranger & Process Champion with Development Team for Rainforest Wild Asia in collaboration with HR and Animal Care Team. Coordinate with the Development Team and its landscape contractor/ consultant for DLP 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>Diploma holders.</p> <ul style="list-style-type: none"> • Accredited as Certified Practicing Horticulturist or ISA certified Arborist will be an added advantage. • Knowledge application in SESAMi and SAP will also be added advantage. • Good command of written and spoken English. • Effective communication & negotiation with various stakeholders for coordination of work to achieve a common goal • Proactive, independent and able to work in an outdoor environment • Ability to plan with good sense of urgency and ownership responsibility. • Meet the deadline within a tight schedule for implementation of project / assignment by taking ownership by standing 	<p>management, including involvement in routine joint inspection, defects identification and registry preparing for smooth handover / takeover</p> <ul style="list-style-type: none"> • Manage, Supervise, inspect the ground daily and liaise with internal and external stakeholders, including other departments and term contractors to ensure contract specifications are achieved with timeliness and quality outcome. • Responsible to strategize and present proposals for landscape enhancements, upgrading/ development work, and conservation initiatives at various platforms including tabletop and site meetings with various stakeholders, as and when required. • Conduct design review of proposals for existing exhibits, aviaries, front and back of house areas for cost analysis and lifecycle cost evaluation. • Analyze expenditure and propose budget for fiscal year, work plan, and explore digitization initiatives to improve productivity and innovation. • Guide the contractor's work for productivity and observe, record & analyze productivity improvement. • Initiate and prepare necessary work requests, such as working with Procurement Department to call for quotations and tenders with justification of cost benefit analysis within allocated budget 	

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	supervision <ul style="list-style-type: none"> • Able to work during PH and Weekends on rotation basis 	and recommend for the contract award, etc. <ul style="list-style-type: none"> • Prepare power point for presentation in meetings. • Any ad-hoc duties as assigned by the Supervisor 	
Attractions Experience Crew	<ul style="list-style-type: none"> • Prior Customer Service/ Attractions' experience will be an added advantage • Service driven, pleasant, courteous, and confident disposition • Excellent communication skills with good command of written and spoken English • Proficiency in other languages will be an added advantage • Good team player can also work independently. • Physical fitness to endure long hours of standing • Able to work on rotating shifts including weekends and public holidays 	<ul style="list-style-type: none"> • Perform stress test to the equipment, systems and processes. To provide feedback on any issues and gaps arising from the tests. • Conduct familiarization and onboarding training for the part-time team members. • Support the team in the coordination of the deliveries and move-in of the furniture, fittings and equipment. • Attractions Operations • Ensure smooth day-to-day operations of the attractions including queue and crowd management and ensuring attractions cleanliness and show quality. • Ensure delivery of excellent guest experience, including management of guest feedback on-ground and closing service lapses. • Ensure all attractions operate in accordance with safety regulations, quality standards and company policies • Execute ideas to improve business growth, attraction enhancements, safety standards, guest experience and operational efficiency • Assist in the training of part-time team members to maintain high levels of engagement, 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8:00am-5:30pm - 8:15am-5:45pm - 8:30am-6:00pm - 9:00am-6:30pm - 9:30am-7:00pm

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<p>performance, safety and guest services, fostering a collaborative and performance-driven environment.</p> <ul style="list-style-type: none"> • Perform ticketing and cash handling procedures • Assist full-scale event logistics venue set up and post event teardown • Monitor guest areas to identify and promptly clear used plates, cups, cutlery, and other dining items during event days. • Facilitate planned party activities and games • Plan and conduct interactive storytelling sessions • Other relevant duties as assigned 	
<p>Driver (Part-Time)</p>	<ul style="list-style-type: none"> • Minimum GCE 'O' levels and above • Possess Class 4 driving license • Team player • Must be able to work on weekends, Public Holidays and shifts • Heavy lifting (up to 25kg) is required 	<ul style="list-style-type: none"> • Deliver fruits and vegetables supply to all zoology sections every morning for Zoo and Night Safari • Deliver/pick up export/import animals at Changi Airport • Deliver important documents to required destinations (e.g. AVA) • Ensure the vehicle is always in good working condition • Any ad-hoc duties as assigned by supervisor from time to time 	<ul style="list-style-type: none"> • Working Hour: <ul style="list-style-type: none"> - 35hrs / week • Employment Type: <ul style="list-style-type: none"> - Part -Time • Location: <ul style="list-style-type: none"> - Singapore Zoo
<p>Executive (Patient Service, Toy Doctor)</p>	<ul style="list-style-type: none"> • Minimum GCE 'O' level • Minimum 2-3 Years of relevant formal/informal experience in customer service-related role 	<ul style="list-style-type: none"> • Motivate and lead staff to engage and entertain audience through creating memorable and meaningful experiences via Toy Doctor experiential activities and workshops, instill interest in guests for their participation and revisits 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days


[Click Here for Table of Content](#)

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> • Fun loving, able to engage and entertain children of all ages • Creative and receptive to new ideas • Friendly, approachable personality with a passion for service • Service oriented, patient with good communication skills • Interested in or possess basic sewing skills • Able to lift heavy stocks and stand long hours • Able to work on weekends and Public Holidays 	<ul style="list-style-type: none"> • Responsible for ensuring positive customer interactions with guests • Communicate with guests and Toy Doctors clearly and deliver basic toy repair and restoration with empathy and precision. • Address any customer queries and complaints and responsible for guest satisfaction scores for Toy Doctor, GBR. • Uphold and demonstrate Mandai Wildlife Group values — ETHICS (Excellence, Teamwork, Hospitality, Integrity, Care for Wildlife, Sustainability); • Assist Supervisor in driving Toy Doctor sales and experience conversion. • Through data analytics (e.g. bestsellers/ experience, conversion, average spend etc), provide suggestions in increasing sales to meet target or budgets. • Learn and provide basic toy repair and restoration services • Stay up to date and open to sharing with guests relevant park membership, conservation efforts and related information in aid of providing a holistic experience to guest; • Lead and facilitate workshops and activities • Operate booking system and customer data retrieval system to ensure smooth running of the center operations • Upkeep store cleanliness and tidiness, ensuring Toy 	


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		experiences are well represented <ul style="list-style-type: none"> • Operate point-of-sales system and backend processes, ensure accuracy in sales and inventory • Execute any other administrative activities 	
Executive (Business Development)	<ul style="list-style-type: none"> • Able to work on weekends and Public Holidays (if needed) • Proficiency in MS office/ SAP will be an advantage 	<ul style="list-style-type: none"> • Ecom partner and vendors • Refine and improve click and collect business and operations • Coordinate stock count 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days
Guest Service Officer	<ul style="list-style-type: none"> • Minimum 1 year of relevant experience in hospitality or tourism industry • Prior customer service experience will be an advantage • Excellent communications skills • Proficient in English and Mandarin preferred in order to communicate with Mandarin-speaking guests • Confident, energetic and outgoing personality • Able to work on weekends and public holidays 	<ul style="list-style-type: none"> • Ensure day-to-day operations are carried out smoothly, including daily resource management, and maintain high level of guest service standards in accordance to protocol. • Identify, propose and execute proposals on areas of improvement to create and enhance guest experience within the park. • Resolve feedback, issues and concerns raised by guests. • Motivate and guide part-time staff in delivering guest experiences. • Assist in conducting training of part-time staff in consultation with section lead. • Assist in maintenance and enforcement of park safety matters and procedures. • Assist in wildlife-human management efforts: • Update and maintain records of sightings and 	<ul style="list-style-type: none"> • Working Hour: <ul style="list-style-type: none"> - 35hrs / week • Employment Type: <ul style="list-style-type: none"> - Part -Time • Location: <ul style="list-style-type: none"> - Bird Paradise - Rainforest Wild Africa


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		movements of wildlife. <ul style="list-style-type: none"> • Conduct and maintain behavioral enrichments of wildlife through positive reinforcement training • Educate guests on wildlife campaigns in the parks. • Other relevant duties as assigned 	
Junior Keeper	<ul style="list-style-type: none"> • Minimum 'O' levels or Diploma holders (preferably in Life Sciences) • Confident, outgoing personality and a team player • Willing to work on Saturdays/Sundays/Public Holidays • Shortlisted candidates will be allocated to the different sections accordingly 	<ul style="list-style-type: none"> • Responsible for the care and well-being of animals through proper food preparation and feeding regime, as well as animal husbandry • Conduct and maintain proper behavioral enrichments through landscaping and exhibit improvements, and positive reinforcement training • Assist in guided tours, feedings and other guest interaction sessions/programs • Update and maintain records on daily observations of animals • Other relevant duties as assigned 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Location: <ul style="list-style-type: none"> - Bird Paradise - Singapore Zoo - Night Safari - Rainforest Wild Asia
Senior Executive (Park Operations) 	<ul style="list-style-type: none"> • Diploma or Degree • At least 3 years of relevant experience, preferably with experience in leadership and project management • Pleasant, courteous, and confident disposition • Excellent communication 	<ul style="list-style-type: none"> • Perform shift responsibilities and ensure smooth day-to-day operations of the park, including queue and crowd management, and ensuring park cleanliness. • Ensure delivery of excellent guest experience, including management of guest feedback on-ground and closing service lapses • Manage incidents and raise incident reports as required • Ensure safe work practices are carried out 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> skills with good command of written and spoken English • Excellent team player who can also work independently. • Resourceful self-starter with a keen work attitude, good with time management and problem-solving. • Proficient in Microsoft Office applications (Word, Excel and PowerPoint). • Able to work on weekends and public holidays 	<ul style="list-style-type: none"> • Review, propose and execute ideas to aid in improvements on park-related and guest experience matters • Assist in staff management, including manpower planning/deployment and training. • Assist in generating and reviewing reports. • Assist in wildlife management efforts. • Manage assigned portfolio and projects • Other relevant duties as assigned 	
<p>Senior Executive (Education) </p>	<ul style="list-style-type: none"> • Diploma or Degree in Life Sciences, Biology and/or Chinese related subjects • Prior experience working with children is strongly preferred • Excellent communication and presentation skills, with the ability to engage children, educators, and diverse audiences • Effectively bilingual 	<ul style="list-style-type: none"> • Plan, coordinate, and conduct education programs for school groups, including indoor sessions, day camps, overnight camps, guided tours and in-park activities and outreach • Facilitate training workshops and professional development sessions for teachers in Chinese or English • Develop age-appropriate educational resources and learning materials that align with curriculum standards and Mandai Wildlife Group's conservation goals in Chinese and English • Handle enquiries for Chinese programs and 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	(Proficient in Chinese and English) <ul style="list-style-type: none"> • Proficient in Microsoft Office applications • Passionate about wildlife, conservation, and public education • Energetic, warm, and customer-focused, with strong teamwork and interpersonal skills • Able to work in a dynamic, fast-paced environment and comfortable conducting outdoor and overnight programs • Must be able to work on weekends and public holidays, when required 	activities	
Senior Executive (Membership Operations) 	<ul style="list-style-type: none"> • Minimum Diploma in Hospitality & Tourism or Higher NITEC/ NITEC • Minimum 2 years of relevant experience in hospitality service/tourism industry • Prior customer 	<ul style="list-style-type: none"> • To assist in managing day-to-day Membership Operations for SZ MEC, BP MEC and future RFP MEC, including weekends and public holidays • To perform IC duty as per roster plan • Roster Planning together with the senior officers. • Assist with management of membership email • To ensure officers check application forms for errors on daily basis 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>service/guest experience/contact center experiences would be a plus</p> <ul style="list-style-type: none"> • Able to work on weekends and public holidays • Good communication and writing skills • Experience using Microsoft Office, Galaxy, CRM+, One store would be a plus 	<ul style="list-style-type: none"> • To ensure membership forms, cards and stationery are sufficient for daily operations. • To manage queries and requests onsite and online from members/ guests. • To constantly remind officers on all new membership initiatives and promotions for membership. • To assist in conducting onsite and online UAT for new PLUs • To work with Officer(s) and Senior Officer(s) and take charge of respective role being assigned to and check in from time to time on the other roles • To ensure practice of Membership SOPs are always adhered • To assist and raise refund requests (for online and onsite transactions), if any • To assist in preparing and compiling of reports together with the senior officers to support where required • To assist AM in calling and conducting bi-weekly meetings with the team. • To assist in training new staff on membership product knowledge and systems • Any other duties as reflected in job descriptions issued 	
<p>Senior Retail Associate</p>	<ul style="list-style-type: none"> • Minimum GCE 'N' levels • Minimum 1 year of relevant formal/informal experience in customer 	<ul style="list-style-type: none"> • Uphold and demonstrate Mandai Wildlife Group values - ETHICS (Excellence, Teamwork, Hospitality, Integrity, Care for Wildlife, Sustainability). • Deliver exceptional 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Location: <ul style="list-style-type: none"> - River Wonders - Singapore Zoo

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	service-related role <ul style="list-style-type: none"> • Friendly and approachable with a passion for service • Service oriented with good communication skills • Able to lift heavy stocks • Able to work on weekends and Public Holidays 	customer services to guests and answer guest queries. <ul style="list-style-type: none"> • Acquire and demonstrate product knowledge and recommend suitable merchandise to guests. • Ensure prices are reflected correctly on price tags. • Upkeep the visual displays of merchandise, price tags and ensure store cleanliness and tidiness of displays. • Stay up-to-date and be open to share with guest relevant park membership, conservation efforts and related information in aid of providing a holistic experience to guests • Work with supervisors to drive sales and seize opportunities in upselling products. • Process stock count and receiving of stocks. • Upkeep store cleanliness and tidiness of displays, ensuring displays are well stocked in a timely manner. • Operate point-of-sales system and ensure accuracy in sales and inventory in compliance with standard operating procedures 	<ul style="list-style-type: none"> - Night Safari - Indoor Attractions
Tram Captain	<ul style="list-style-type: none"> • Minimum GCE 'N' Levels and above • Class 3/3A Driving License required with minimum 1 year of driving experience • Pleasant and 	<ul style="list-style-type: none"> • Operate tram along designated route • Assist with guests' enquiries and feedback. • Provide assistance during tram emergency situations. • Work closely with tram technicians to ensure trams are in good working condition 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hours: <ul style="list-style-type: none"> - 8am-5:30pm - 8.15am-5:45pm - 9am-6pm - 10am to 7pm -

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>courteous disposition with good communication skills</p> <ul style="list-style-type: none"> • Enjoy interaction with guests • Able to work on weekends and Public Holidays 	<ul style="list-style-type: none"> • Queue and crowd management at tram stations • Manage additional tasks as assigned 	<ul style="list-style-type: none"> • Location: <ul style="list-style-type: none"> - Bird Paradise
<p>Trainer/Presenter</p>	<ul style="list-style-type: none"> • Able to work on weekends and public holidays. • Shortlisted applicants will be allocated to the respective parks accordingly. • Candidates with prior experience may be considered for a Senior Trainer/Presenter role 	<ul style="list-style-type: none"> • Provide proper and consistent husbandry, housing, care, feeding, training, enrichment, and presentation of the animals to achieve the highest level of positive welfare as per the Group’s Animal Welfare Code. • Identify and report any abnormalities, signs of possible health concerns and/or behavioral issues in animals. • Complete daily recordkeeping forms for feeding, weights, behavior, training, and enrichment as required. • Report on repairs and renovations as required. • Maintain the highest quality animal presentations and guest interactive programs with the aim of promoting conservation. • Participate in shows as presenter, handler, and/or backstage support. • Conduct training sessions with assigned animals and behaviors within completion timelines. • Participate in discussions and contribute to the design and development of new animal behaviors, routines, and presentation 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		ideas for the shows and programs • Other relevant duties as assigned	

#8 MCI Career Services

With over 19 years in the industry, MCI is a leading recruitment and outsourcing provider in Singapore. Our team of 100+ professionals leverages an extensive network to recruit top talent across diverse sectors. We have successfully placed over 30,000 candidates and served more than 1,000 clients. At MCI, we don't just fill positions – we elevate businesses by connecting them with the right individuals. We promise to deliver only the best services, as we are not here just to help but to make companies interesting!


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Assembly Technician	•	<ul style="list-style-type: none"> Utilizes routine work, schematics, wiring diagrams, parts and wire lists, written and/or verbal instruction to build, repair and/or test electrical, electro-mechanical, vacuum, pneumatic assemblies, subassemblies and components. Performs electro-mechanical assembly operations, troubleshooting and repair. Identifies and corrects errors. Observes all safety standards. Maintains a secure, safe, clean and healthy work environment. Attends required health and safety training and follow safety and security policies, procedures and practices. Promptly reports accidents, injuries, safety hazards, or emergencies to supervisor or Safety dept. Follows 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days Working Hour: <ul style="list-style-type: none"> 7.30am-4.30pm / 3.30pm-12.30am Site - Changi Area: 7am to 4:30pm/ 4pm to 1:30am

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<p>operating instructions, uses protective equipment when required, and uses equipment and materials properly. Actively strives to prevent accidents and injuries.</p> <ul style="list-style-type: none"> Utilizes test fixtures, electronic measurement equipment, leak detectors, and/or vacuum pumps to test assemblies, subassemblies, and components. Enters data on computer terminals, such as progress, work expenses and labor details. May perform computer programming, repair or software installs. Details finished work. Receives parts and perform audits to ensure all necessary parts are available to perform built, test and repair. Inspect parts for defects. Troubleshoots and improves processes 	
<p>Basic Care Assistant</p>	<ul style="list-style-type: none"> Looking for candidates passionate about providing care to patients and comfortable with hands-on job responsibilities. No prior patient care experience is required Minimum qualifications: PSLE or WPLN Good communication and interpersonal 	<ul style="list-style-type: none"> Attend to hygiene needs of patients who require assistance or are bedbound Oral feed patients who require assistance with oral feeding Assist with lifting, moving and transporting of patients Ensure patients' safety and facilitate social-emotional support through suitable activities Maintain a clean, well-organized and pleasant environment for all patients Comply with infection control practices when attending to patients 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days including weekends; 2 or 3 shifts Working Hour: <ul style="list-style-type: none"> 1st Shift: 7am to 15pm 2nd Shift: 1.15pm to 9.30pm 3rd Shift: 9pm to 7.30am Note that the timings may differ in different wards

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> skills On-the-job training will be provided 	<ul style="list-style-type: none"> Performs other duties assigned by nurse manager 	
<p>Care Coordinator </p>	<ul style="list-style-type: none"> Diploma preferred Qualification in health promotion will have an advantage. Preferably with some work experience in healthcare Good verbal and written communication skills Pleasant disposition and personality Possess good interpersonal skills, a positive attitude towards work and is a team player. Good communication and coordination skills Self-motivated and has interest in patient care. Able to communicate in English and a local language/dialect Proficient in Microsoft Office including Excel, Words and Power Point 	<ul style="list-style-type: none"> To build relationships with internal (care team) and external stakeholders (patients and caregivers). To contribute to achieving clinical outcomes for preventive health screenings and reduce readmission and escalations to tertiary care, and, to gather social determinants of health pertinent to influencing social and health outcomes in positive ways Leverage on technology to empower patients to improve health literacy and accessibility to resources Responsible for assisting in coordinating and providing patient care activities. This includes the use of IT systems to track, perform and document established clinical indicators and care given to patient. You will perform basic parameter measurements, close preventive screening and vaccination gaps in relation to national programs/initiatives. You will also provide basic health education to improve patients' knowledge on lifestyle management, social and physical activities through social prescribing, the use of health monitoring devices (e.g. home blood pressure, glucose and 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days Working Hour: <ul style="list-style-type: none"> 8.30am to 6pm, Sat 8.30am to 1pm

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> Savvy in navigating IT programs 	weight monitoring, as well as advise patients on vaccination requirements.	
Customer Service Agent (Pax Services)	<ul style="list-style-type: none"> Local / PR Shift Allowance \$240 Transport provided after midnight shifts 	<ul style="list-style-type: none"> Checking-in, greeting passengers upon their arrival and ensuring a smooth departure process Tasked to assist passengers with special needs or provide customer service in exclusive premier lounges at Changi Airport Responsible for buffet table presentations, you also handle meet/greet services at the reception area and perform basic computerized transactions 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days Working Hour: <ul style="list-style-type: none"> Rotating Shifts
Customer Service Officer (Passenger Service)	<ul style="list-style-type: none"> Diploma & above Good command & spoken in English Pleasant & cheerful 	<ul style="list-style-type: none"> Oversee & lead a team of customer service agents Making decisions on any matters to ensure positive customer service experience Guide & mentor new & existing staffs under your team Ensure compliance with safety, security & standard operating procedures Assist duty manager in deployment 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days Working Hour: <ul style="list-style-type: none"> Rotating Shifts
Customer Service Specialist (Apron)	<ul style="list-style-type: none"> Possess 4 GCE 'N' level credits / 3 GCE 'O' level passes or equivalent Professionalism, Patience and a "People-first" attitude Comfortable with shift work No experience required Allowance shift - 	<ul style="list-style-type: none"> Attend to passengers at arrival claims with mishandled and damaged baggage Raise reports of mishandled and damaged bags, in accordance to the various airline requirements Trace mishandled baggage and keep passengers informed of the tracing status Assist passengers with odd size bags 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days Working Hour: <ul style="list-style-type: none"> Rotating Shifts

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	\$240 <ul style="list-style-type: none"> Transport after midnight provided 	<ul style="list-style-type: none"> Answer hotline calls on baggage matters 	
Dental Assistant	<ul style="list-style-type: none"> Minimum NITEC Certification in Dental Assisting or Equivalent Qualification. Preferably with proficiency in computer skills (MS Office). Good interpersonal and communication skills. A team player and able to work independently. Display compassion and have a positive and caring attitude 	<ul style="list-style-type: none"> responsible to assist the specialists in dental care delivery according to established hospital policies, procedures and standards of dental care and practices. Duties and Responsibilities 1 Primary Responsibilities and Duties (80%) Responsible for providing four-handed chair-side assistance to specialists in dental treatment and procedures for various disciplines. Responsible for ensuring the instruments and materials are ready for each appointment and ensure the proper maintenance of dental instruments. Comply with Infection Control and maintain Infection Control Standards. Comply with work safety regulations in handling of dental instruments and equipment. Assist in cleaning, sterilizing, sorting and packing of instruments in general sterilization area. Manage Inventory in assigned dental operatory and assist in stock ordering. Assist with patient's appointment. Collaborate and co-operate with clinicians and other health-care providers in the smooth 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days Working Hour: <ul style="list-style-type: none"> 8.30am to 6pm

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<p>delivery of dental care and services.</p> <ul style="list-style-type: none"> • Secondary Responsibilities and Duties (20%) • Participate in service quality activities. • Coach and guide the junior staff in dental assisting. • Assumes additional responsibilities as assigned by Clinic Supervisor/ Clinic Manager. 	
Direct Technician	<ul style="list-style-type: none"> • Minimum 1 year of aerospace / aviation experience 	<ul style="list-style-type: none"> • Diagnose and resolve issues in aircraft engines • Disassemble aircraft engines for inspection and maintenance • Conduct testing and upkeep of engine components 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - Work 4 Days rest 2 Days • Working Hour: <ul style="list-style-type: none"> - 6.30am to 4.15pm, 4pm to 1.45am
Enrolled Nurse	<ul style="list-style-type: none"> • Nitec in Nursing • SNB Certified 	<ul style="list-style-type: none"> • Perform nursing duties 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 days a week including weekends • Working Hour: <ul style="list-style-type: none"> - 2 to 3 shifts
F&B Coordinator	<ul style="list-style-type: none"> • Prefer candidates with F&B relevant experiences • Minimum secondary education • Competent in MS Words, outlook and Excel • Good Communication and interpersonal skills 	<ul style="list-style-type: none"> • Coordinating and ensuring smooth running of F&B services for in-patient meals and in-house events in the hospital • Taking/compiling meal orders for private and special diet patients. • Ensuring all food trolleys are heated prior to dishing of meals, and dispatching meals to the wards timely and correctly. • Attend and resolve patients 'complaints, and tabulate patients' feedback for management review 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 days a week including weekends • Working Hour: <ul style="list-style-type: none"> - 8 hours a day with a staggered shift between 5am to 7pm. There will be transport pick up provided at nearest available location if

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
			working hours falls beyond public transport operating hrs -
Final Assembly / Manufacturing Operators	<ul style="list-style-type: none"> • Minimum Primary education • Experience in manufacturing preferred. • Able to follow basic job instructions. • Good eyesight. • Able to stand for long hours. • Fit to work and carry heavy weight. • Basic understanding of English preferred 	<ul style="list-style-type: none"> • Check assembles of electronic components/parts. • Picking & Packing. • Sort/test of components/parts. • Assemble according to instructions given. • Housekeep workstations. • Report any problem to the line leader supervisor. • Any other ad-hoc duties as assigned by superior. 	<ul style="list-style-type: none"> • Day shift : Monday to Friday from 8.20am to 50pm (Hourly Pay : \$10/hr) • Night Shift : Monday - Thursday from 50pm to 50am (Hourly Pay: \$11/hr)
Healthcare Assistant	<ul style="list-style-type: none"> • Attend to patients' care needs in their activities of living, such as personal hygiene, bathing, feeding, lifting, transportation and toileting. • Take, record and report vital sign. (temperature, pulse, blood pressure) • Observe general condition of patients. • Assist nurses and comply with 	<ul style="list-style-type: none"> • Physically fit up mid 40s • Minimum N Level and above • Possess HCA experience in hospital / nursing home • Relevant certification or experience in healthcare / nursing / nurse aid 	<ul style="list-style-type: none"> • Working Days: Monday to Sunday (Any 5 days) • Work Hours: 5 days 3 shifts, 8 Hours per day (Example: 8am to 5pm / 12pm to 9pm / 11pm to 8am)


Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>practices while attending to patients.</p> <ul style="list-style-type: none"> • Maintain tidiness of ward, equipment and trolley at all times or assigned. 		
Logistics Officer		<ul style="list-style-type: none"> • Normal warehouse duties 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days
Material Handler (AMAT)		<ul style="list-style-type: none"> • Loading and unloading • Picking and packing 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hours: <ul style="list-style-type: none"> Mon to Fri 7am to 4:30pm/ 4pm to 1:30am
Operator	<ul style="list-style-type: none"> • Minimum Vocational Certificate (No experience required). • Able to read and write English. 	<ul style="list-style-type: none"> • To test / inspect / assemble Refrigeration Units as per manufacturing instruction, method sheet and maintained required output rates and quality. • Responsible for up-keeping and maintenance of equipment / tools / fixtures / gauges assigned to the Station. Ensure all calibrated items used are within the effective calibration period. • Assist in designing jigs / fixtures & parts trolley to improve the Productivity of the process. • Serve as trainer for training new employees under buddy system. • Perform basic trouble shooting or rework on tested / assembled units (identify & rectify fault found). 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hours: <ul style="list-style-type: none"> 7.40am to 5pm

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<ul style="list-style-type: none"> • Conduct inspection on work area & monitor the effectiveness of corrective actions taken (if any). • To comply strictly with the company's safety rules and regulations. • To co-operate with personnel involved in the investigation of any accidents and to explain exactly what happened and what caused the accident. • Maintain good housekeeping in the work area. • Maintain proper records such as filling up checklists, components serial numbers etc. • Provide feedback or suggestion for improvement. • To perform tasks deem suitable and assigned by superiors. 	
Operator (weekend job)		<ul style="list-style-type: none"> • Assist with products checking • Operate machines • Pick and pack • Other ad hoc duties as assigned 	<ul style="list-style-type: none"> • Working Days: every sat and sun • Work Hours: 8am - 8pm
Patient Service Associate, Inpatient Operations	<ul style="list-style-type: none"> • Minimum GCE N Levels with 1 year of working experience in customer service. • Strong passion to serve patients. • Open to fresh ITE or Diploma grads too, no experience is required, as long 	<ul style="list-style-type: none"> • Assist in the collection of payment for discharging patients • Conduct financial counselling for inpatient stay/charges • Perform discharging procedures for patients • Obtain follow up appointment for Inpatient patients • Help in additional responsibilities as assigned by supervisors 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days • Working Days: Monday to Sunday (Any 5 days) • Working Hours: 9am to 6pm / 11am to 8pm (1 day off during weekday and 1 day off during weekend)

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	as they have a good attitude		
Production Operator	<ul style="list-style-type: none"> • OT average 2 to 4 days a month (20 to 40 hours) • Able to carry 15kg • No color blind • No allergy to chemicals • Allowances:- • Shift Allowance day shift \$6 per day, night shift \$16 per day • Meal Allowance \$3 per day • Transport allowance \$4 per day 	<ul style="list-style-type: none"> • Operating and maintaining machinery and ensuring quality and safety standards are met. • Packing energizer battery 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 4 days work week including weekends and PH • Working Hours: <ul style="list-style-type: none"> 7.30am to 7.30pm / 7.30pm to 7.30am
Production Technician		<ul style="list-style-type: none"> • Operating machines & Record Keeping & Visual Checking of Products • Need to carry load up to 15kg 	<ul style="list-style-type: none"> • Working days: 4 3 3 4 (Eg. Work for 4 days, and rest 3 days.) • Working hours : 12 hours shift work (7am to 7.15pm or 7pm to 7.15pm) • candidate can choose the fixed shift they want • During 2 to 3 months training, working hours will be 7am to 4pm (Mon - Fri), no shift allowances
Service/ Kitchen Crew	<ul style="list-style-type: none"> • Comfortable long-standing hours • Comfortable in frying and working in 	<ul style="list-style-type: none"> • Preparing food items for the shift according to SOP, food health and safety standards • sanitizing and cleaning workstations and utensils • assisting other kitchen 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days


Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	kitchen setting	crew or helping other team members when needed <ul style="list-style-type: none"> Adhere to the company's rules and regulations on food safety, food hygiene 	
Staff Nurse 	<ul style="list-style-type: none"> Valid SNB 	<ul style="list-style-type: none"> Perform nursing duties 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days Working Hours : 2 to 3 shifts
Temp Customer Service Representative	<ul style="list-style-type: none"> Candidate who possessed relevant shipping experience will be advantage 	<ul style="list-style-type: none"> Coordinate and liaise with customers, forwarders & warehouse for shipment readiness and delivery schedules Prepare and handle day-to-day documents for delivery Assist & update customers with stock queries and shipment schedules Liaise with warehouse for shipments Prepare monthly reports for KPI Any other ad-hoc duties as assigned 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days Working Hours: Mon to Fri, 8am-5pm, Sat 8am-12pm
Screeener Admin (Temp)	<ul style="list-style-type: none"> Deployment to secondary schools 	<ul style="list-style-type: none"> Provide administrative support Manage career counseling Administer record keeping Ad hoc duties assigned 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days
Trainee Technician		<ul style="list-style-type: none"> Perform troubleshooting, repair, overhaul of aircraft engines Dismantle aircraft engines Testing and maintenance of engine equipment Perform simple operational checks on aircraft system 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Work 4 Days rest 2 Days Working Hours: 6.30am - 4.15pm, 4pm - 1.45am
Ward Service Associate	<ul style="list-style-type: none"> Minimum GCE N Level Open Race, 	<ul style="list-style-type: none"> Provide excellent customer service to the patients 	<ul style="list-style-type: none"> Weekly Commitment:

Click Here for Table of Content



Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>Open Gender, Age between 30-60 years old</p> <ul style="list-style-type: none"> • Passionate to join healthcare industry • No visible tattoos and bright dyed hair colors 	<ul style="list-style-type: none"> • Serving and clearing food and drinks • Check food served against patient meal orders • Assist in inventory management • Maintain cleanliness in and around workstations • Assist nurses to meet patient's nutritional needs 	<ul style="list-style-type: none"> - 5 Days • Working Hours: 7am–4.30pm, 10am-7.30pm (based on roster)
Warehouse Assistant		<ul style="list-style-type: none"> • Check the items are correct with respect to part numbers, description, specification and quality as stated on the DO/Note or putaway List • In case any discrepancies found – all must be reported to the supervisor • Inspect visually the condition of parts received particularly for any transit damage • Arrange and put the labels on the parts • Put the parts away on an agreed bin location • Support other activities within the warehouse during critical situations. • Maintain tidy conditions in your own working area and any other areas for which the individual is responsible. 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days • Working Hours: 8.30am – 5.30pm
Warehouse Assistant	<ul style="list-style-type: none"> • Minimum secondary level • At least 1 year working experience in related field • Able to read, write, speak basic English and possess basic Mathematical 	<ul style="list-style-type: none"> • Facilitate the daily operation of the warehouse • Issue and collect production materials timely • Perform daily check and count for stock accuracy • Ensure well maintenance and good housekeeping within the warehouse • Stock up and label all goods correctly 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days • Day shift: Monday to Friday from 8.20am to 50pm ; Hourly Pay : \$10/hr • Night Shift: Monday to Thursday from

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	skill <ul style="list-style-type: none"> • Basic computer literacy is advantageous • Able to handle 10 to 20kgs of load • Physically fit 	<ul style="list-style-type: none"> • Receive goods and pack accordingly • Report immediately of any parts/stock defects or discrepancy in quantity • Observe all safety rules and compliances with all procedures • Any general ad-hoc duties as assigned by superior 	50pm to 50am ; Hourly Pay: \$11/hr
Warehouse Assistant	<ul style="list-style-type: none"> • Comfortable to support OT 	<ul style="list-style-type: none"> • Pick and Pack • Labelling and Sorting • Loading, unloading 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days
Warehouse Assistant (With Forklift license)	<ul style="list-style-type: none"> • Must have Singapore valid forklift license • Possessed Work At Height (WAT) Certificate will be an advantage 	<ul style="list-style-type: none"> • Loading and unloading materials from a variety of vehicles such as VNA/Forklift/Stacker etc. • Moving pallet-packed materials around the site or storage facility • Checking loads are secure • Performing equipment checks and basic maintenance • Following written instructions and keeping records • Adhering to health and safety regulations • Completing physical tasks quickly and accurately. 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days • Working Hours: Mon to Fri: 8am-5pm Sat: 8am-12pm
Operator / Storekeeper / Warehouse Assistant (Temp: 2-3 Months)	<ul style="list-style-type: none"> • Attire: t-shirts, long pants, safety shoes 	<ul style="list-style-type: none"> • Checking of products • Assembly duties (Training provided - simple job) • Any other ad hoc duties as assigned 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days • Working Hours: 7.40am - 5.00pm
Warehouse / Operator / Storekeeper / Packer / Picker / Material Handler (3 Months or Longer)	<ul style="list-style-type: none"> • Training will be provided - experience not required 	<ul style="list-style-type: none"> • Operate machines and packing • Handing of army ammunition products • Other ad hoc duties assigned 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days • Working Hours: 7.30am to 5.15pm


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
<p>Production Operator</p>	<ul style="list-style-type: none"> • All PPE including jumpsuit, shoes, hair net, mask, eye plug are provided • Candidates must be comfortable with 12 hours shifts and stand for long hour • Experience not required, training provided • Candidate must be Physically fit and able to carry 25KG loads • Candidate must be comfortable to acquire Food Safety Course (FSC) Level 1 as arranged by company • Immediate starter will be prioritized • Candidate must know how to speak and read basic English. • For night shift they have to go through one month training under day shift and transfer to night shift on the next month 	<ul style="list-style-type: none"> • Picking and packing milk powder • Loading and unloading of 25KG of milk powder (two person carry) • Perform palletizing duties • Perform simple quality check of product • Always maintain Hygiene and Safety in production area • Other ad hoc duties as assigned by superior 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days • Day Shift: Work 5 days from Mon to Fri/ Tue to Sat (7:30am-7:30pm) Day Shift Allowance \$10/day. • Night Shift: 5 days from Mon to Fri / Tue to Sat (7:30pm-7:30am) Night Shift Allowance \$13/day.
<p>Management Associate </p>	<ul style="list-style-type: none"> • Keen in F&B industry 	<ul style="list-style-type: none"> • Trained to be a outlet manager • Provide excellent customer service 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
<p>Non-Destructive Testing Inspector (NDT) </p>	<ul style="list-style-type: none"> • Applicants must be able to meet near vision (either one Tumbling E, 20/25 Snellen, Jaeger No. 1) & color perception requirements. • Knowledge and experience in chemical/mechanical cleaning preferred. 	<ul style="list-style-type: none"> • Technicians are required to perform visual and NDT inspection. • Perform manual/mechanical/chemical cleaning. • Must be able to interpret results and generate reports on findings • Must be able to work closely in accordance with Standard Operating Procedures, Data cards, Engine Manual, process controls to achieve the highest quality of work. • Assist team to manage production per daily operational requirement • Tasks mentioned above will not be suitable for candidates with medical history related to skin problems, asthma, joint pain, arthralgia & bone fracture etc. 	<ul style="list-style-type: none"> • Working Days: (4-2-4-2) shift • Work Hours: Morning-: 6.30am to 4.15pm Afternoon: 4pm-1.45am
<p>Management Trainee (New Brand) </p>		<ul style="list-style-type: none"> • Set up cutlery, crockery and glassware on table and replace soiled tableware and service items to prepare the table for the next customers • Serve food and beverages to ensure all dishes match the order ticket to the corresponding tables • Operate Point of Sales (POS) Systems when managing beverage order • Provide go-the-extra-mile service to create a positive customer experience • Maintain hygiene, safety, and standards, follow the organization’s personal, food and beverage hygiene standards • Assist in opening, operating, and closing of shifts and execute daily 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		operational tasks according to staff roster <ul style="list-style-type: none"> • Suggest areas and execute continuous improvement activities within work area 	
Pharmacist 	<ul style="list-style-type: none"> • Candidate with inpatient experience 	<ul style="list-style-type: none"> • Provide general clinical pharmacy services in assigned patient care area/service. • Participate within a multidisciplinary health care team to ensure optimization of medication therapy and outcomes for patients. • Identify and define patient-specific medical problems, recommend, implement and manage patient pharmacotherapy, review, counsel, dispense and/or supply medications as needed, provide ongoing monitoring and adjustment of patient's drug therapy, resolve and/or prevent patient's drug-related problems in accordance with departmental policies and procedures, work and/or consult with other health care providers to improve patient outcomes. • Promote and monitor for adherence to prescribing guidelines or drug use protocols. • Provide professional advice and evidence-based drug information to patients, pharmacy students and the health care team. • Work with patients, caregivers and other health care providers to ensure safe, cost-effective, timely distribution and quality use of medication 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 days a week including weekends - 2 to 3 shifts, 8hrs per shifts

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<p>that will best meet the patient's needs, achieve desired patient outcomes and assure continuity of services.</p> <ul style="list-style-type: none"> • Communicate with patients and/or caregivers on a group or individual basis to ensure understanding of prescribed drugs, to resolve or prevent drug-related problems and to assure optimal patient cooperation in drug therapy. • Document clinical activities as defined in the competency development framework and/or department guidelines. • Serve on departmental clinical practice committees and/or other relevant committees as assigned. • Provide educational programs and training to trainees, pharmacy students, support staff and the public. • Contribute to the development or publication of high-quality patient education materials. • Provide guidance to trainees, pharmacy students and support staff and supervise their professional training and development. • Contribute to the development and implementation of pharmacy professional standards, competency framework and/or assessments for pre-registration pharmacists at departmental level. 	



Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<ul style="list-style-type: none"> • Participate in and contribute to continuing professional development • Secondary Responsibilities and Duties (10%) • Contribute to the review and evaluation of services, policies and processes; and contribute to the implementation of medication safety and quality improvements initiatives to ensure optimal outcomes at institution level. • Participate, supervise and/or coordinate pharmacy activities relevant to clinical work. • Any other duties or responsibilities as assigned 	
<p>Senior/ Radiographer </p>	<ul style="list-style-type: none"> • Experience in MRI, CT, mammographer / breast imaging; must be willing to work 3 rotating shifts; preferred Singaporean • Allied Health Professions Council (AHPC) registration • Recognized Degree or Diploma in Diagnostic Radiography • 5 years specialized experience in Mammography / Breast Imaging / Ultrasound / CT / MRI / Interventional 	<ul style="list-style-type: none"> • Responsible for supervising, coaching and training radiographers and other staff members to render high quality imaging services. You may also be responsible for the routine management and administration of a modality/section within the department. • Primary Responsibilities (80%) • Perform clinical duties in general radiography and at least one advanced imaging modality (CT / MRI / Ultrasound / Mammography / Breast Imaging / Interventional Radiology) • Administer contrast media for radiological examinations, where required • Oversee the smooth operations within his/her section of specialized area and ensure proper usage 	<ul style="list-style-type: none"> • Work Hours: • Morning: 8am end between 4pm to 6pm • Afternoon: Start between 11am to 1pm and end between 7pm to 9pm • *Night: 8pm to 8am / 9pm to 9am • Working Days: • 5 days' workweek (including weekends and PH)


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>Radiology preferred.</p> <ul style="list-style-type: none"> • Exhibit strong leadership potential. • Compassionate and good patient care • Good interpersonal, verbal and written communication skills • Customer and service oriented • Computer skills in word processing, spreadsheet and presentation software 	<p>and care of equipment of the section at all times</p> <ul style="list-style-type: none"> • Ensure quality assurance programs are implemented and observed as well as initiate system improvement within the section • Adhere to safe work practices especially in radiation safety and infection control • Conduct training and coaching of radiographers • Render prompt and courteous service delivery to external and internal customers • Handle difficult situations like patients' complaints and queries within the department / section promptly and effectively • Ensure efficient patient turnaround time per examination • Plan, organize and prioritize assigned tasks such that all are completed effectively and on time • Motivate and counsel team members on personal and work related issues. Build upon their strengths and help improve their weaknesses for desired results • Secondary Responsibilities (20%) • Maintain and upkeep a section with efficient work performance • Collate and prepare statistical data of the section • Ensure physical environment and ambience of work place adheres to corporate standards 	


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<ul style="list-style-type: none"> • Perform any other duties as assigned by reporting officer/ HOD 	
<p>Sales Assistant / Photographer </p>	<ul style="list-style-type: none"> • 3 months contract 	<ul style="list-style-type: none"> • Encourage and provide advice to guests on how to pose for photographs • Process and compile the finished products for sale • Handle cashiering duties • Prepare the site for daily operations • Initiate guest interaction and deliver tip top service • Counting wastage photos • Sell packages based on site requirement. • Any other ad hoc duties 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days
<p>Senior Logistics Officer </p>	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Understand and comply to all related operating processes. • Co-ordinate and liaise with customers/ transporter on day-to-day issues • Order planning to meet customer’s shipment delivery / collection requirements. • Prepare data collection and submit accurate reports when required. • Perform cycle count administration. • Ensure all incoming (including exchange and returns) and outgoing shipments are completed in a timely and orderly manner. • Ensure all shipment documentation are accurate and submitted timely. • Perform process improvement initiatives and implementation. • Report to the Executive on all receiving non-conformances. • Comfortable with lifting 	<ul style="list-style-type: none"> • Weekly Commitment: - 6 Days Work Hours: 8am – 5.45pm / 11pm - 8.45pm (select either one)

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		~15-20kg goods when required. <ul style="list-style-type: none"> • Schedule outbound and inbound shipments. • Provide input and complete freight bills. • Assist with the communications with carriers when issues arise. • Make recommendations regarding transportation, routing, carrier selection and assist to meet customer requirements. • Other duties as assigned. 	
Vehicle Technician (1 Year Contract) 	<ul style="list-style-type: none"> • Class 2 or 3 License • Nitec or Higher Nitec in Engineering / Preferable automotive engineering • Prior experience in vehicle accessory installation and wiring, is an advantage. • Possession of Class 2 or 3 driving license is preferred. • Possession of own transport is preferred. 	<ul style="list-style-type: none"> • Installation Services • Check LTA microsite to confirm motorist eligibility. • Handle migration and new vehicle installations. • Perform on-site or in-house installation and removal of IU/OBU devices. • Troubleshooting / Replacement Services • Diagnose and troubleshoot issues for eligible motorists. • Clearly explain identified issues and proposed resolutions to motorists. • Perform installation and removal of IU/OBU devices as per LTA’s guidelines. • Commission and decommission devices as per LTA’s guidelines. • Administrative Duties • Submit all required reports accurately and on time. • Keep detailed records of daily tasks and issues handled. • Ensure a clean, organized and safe work environment. 	<ul style="list-style-type: none"> • Weekly Commitment: - 5.5 Days • Monday-Friday 8am - 5pm • Saturday: 8am - 12pm

Click Here for Table of Content


Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<ul style="list-style-type: none"> Maintain proper accounting of inventory 	
<p>Executive Assistant (For Hospital) </p>	<ul style="list-style-type: none"> Possess at least Diploma in related fields. Has relevant experience in administrative tasks, customer service, managing/coordinating with stakeholders. Preferably from government, healthcare or hospitality background. Possesses minimally a Diploma education qualification. Preferably at least 1-2 years of experience in healthcare/hospitality/government industry with administrative or customer service experience. Proficient in Microsoft Outlook, Word and Excel. Excellent communication and interpersonal skills. Service oriented and customer focused. Positive working 	<ul style="list-style-type: none"> Ensure timely completion of medical reports and the medical information is released in accordance with the hospital policy. Duties and Responsibilities Register and process medical report requests, including cashier function for medical report payment. Handle all email, phone and mail enquiries pertaining to medical reports. Follow-up with doctors on incomplete medical report requests. Execute administrative duties pertaining to all medical report requests. Manage and resolve urgent and/or difficult cases to ensure that medical reports reach requestor within the stipulated timeline. Retrieve medical records to facilitate report writing and/or records duplication requests from law firms and government agencies. Conduct quality check on medical report before release. Any adhoc assignment as assigned by the supervisor. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> - 5 Days

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	attitude, team player and willing to learn.		

#9 Quasar Medical (Singapore)

For over 38 years, Quasar has been a trusted global provider of turnkey manufacturing solutions for the medical device industry. We specialize in high-quality production of minimally invasive devices such as catheters, medical balloons, and EM-micro sensors. From design to mass production, our integrated approach ensures top quality, cost-efficiency, and reliable outcomes. Certified to ISO 13485:2016 and compliant with cGMP, we maintain strict quality controls and IP protection. Our collaborative innovations with customers continue to advance medical technology and improve patient outcomes worldwide.

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Manufacturing Engineer 	<ul style="list-style-type: none"> • 5-8 years' experience in high-volume manufacturing (medical device preferred) • Strong knowledge in process validation, DOE, FMEA • Excellent communication and problem-solving skills • Proficient in validation protocol writing and regulatory compliance 	<ul style="list-style-type: none"> • The Manufacturing Engineer supports and improves manufacturing processes for the Balloon Catheter or Extrusion, Braid, and Shaft Coil lines in Singapore • Responsibilities include process design, troubleshooting, validation, and efficiency improvements to ensure quality, compliance, and cost-effectiveness • The role also involves developing tooling, supporting new product introductions, and ensuring adherence to ISO 13485, GMP, and FDA standards 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.30pm
Material Handler	<ul style="list-style-type: none"> • Able to lift and move heavy materials as required • Able to stand, walk and perform 	<ul style="list-style-type: none"> • The Material Handler supports manufacturing operations by managing material inventory, coordinating supply to production, and ensuring compliance with quality 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.30pm

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> • physical tasks • Strong attention to detail and accuracy in data entry • Ability to work independently with minimal supervision and as part of a team 	<ul style="list-style-type: none"> • and safety standards • This role works with minimal supervision and is responsible for maintaining accurate inventory, timely material flow, and supporting continuous improvement initiatives in a regulated environment 	
<p>Production Operator</p>	<ul style="list-style-type: none"> • Able to sit and stand for extended periods • Manual dexterity to perform repetitive tasks with small components • Able to read and follow work instructions, SOPs, and technical drawings 	<ul style="list-style-type: none"> • Responsible for the precise assembly and manufacturing of minimally invasive medical devices in a cleanroom or controlled environment • This role involves following standard operating procedures (SOPs), work instructions, and Good Manufacturing Practices (GMP) to ensure high-quality and compliant products 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.30pm - 8pm to 5.30am
<p>Production Line Leader</p>	<ul style="list-style-type: none"> • Strong leadership, organizational and communication skills. Proficient in Microsoft Office suite • Understanding of GMP, ISO13485 and production documentation requirements • Minimum 2 years of assembly or production experience, preferably in a medical device manufacturing environment 	<ul style="list-style-type: none"> • The Production Line Leader is responsible for managing daily operations of the production line, ensuring output aligns with the production schedule, and maintaining compliance with quality, safety, and organizational standards • This role involves supervising team members, monitoring production progress, coordinating resources, and supporting continuous improvement efforts 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.30pm - 8pm to 5.30am

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Production Technician	<ul style="list-style-type: none"> • Knowledge of GMP, ISO13485, and cleanroom protocols • Experience with manufacturing documentation and procedures • Good technical understanding of manufacturing processes. 	<ul style="list-style-type: none"> • The Production Technician is responsible for maintaining, monitoring, and improving manufacturing processes in a medical device production environment • The role supports daily operations, identifies process issues, assists with new product introductions (NPI), and ensures compliance with GMP, ISO 13485, and FDA standards • Working closely with production, quality, and engineering teams, the technician also supports training, documentation, and continuous improvement efforts 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5.30pm

#10 RE Sustainability Singapore


Asia's leading integrated resource management company, Re Sustainability, is committed to making the world more sustainable. We promote effective resource management to create increasing and sustained value for all our stakeholders. We bring sustainability to the forefront of everything through a wide array of solutions, including Waste Management, Recycling, Integrated Environmental Services, Consultancy, Facilities Management, Car Park Management, and Construction & Demolition Waste Management, among others. With an extensive footprint of 60 operating locations spread across the world, we're poised to enable a sustainable future.

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Cleaner	<ul style="list-style-type: none"> • Have a good level of hygiene and cleanliness • Good and responsible team players • Able to start immediately or 	<ul style="list-style-type: none"> • The cleaner is responsible for carrying out cleaning and maintenance duties to ensure the designated sites are in clean and orderly condition. These include • Cleaning, stocking and supplying designated 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days / 5.5 Days


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	short notice of period <ul style="list-style-type: none"> • Open to retirees • Willing to travel within an area 	facility areas (dusting, sweeping, vacuuming, mopping, restroom cleaning and etc) <ul style="list-style-type: none"> • Performing and documenting routine inspection and maintenance activities 	
Cleaning Supervisor	<ul style="list-style-type: none"> • Good leadership skills • Always setting as a role model to the team • Have good customer service quality and cleaning standards • Good interpersonal and communication skills 	<ul style="list-style-type: none"> • The cleaner is responsible for ensuring restrooms are consistently clean, sanitized, and well-maintained • Ad-Hoc Cleaning: Perform additional cleaning tasks as directed by supervisors to maintain the overall cleanliness of the facility 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days / 5.5 Days
Multi Skilled Driver	<ul style="list-style-type: none"> • Primary School Leaving Examination (PSLE) or equivalent. • A Valid Singapore Class 4 driving license is required. • At least 1 year of experience in operating heavy vehicles or mechanical sweepers is preferred. • Familiarity with basic vehicle maintenance is an advantage. • Ability to follow schedules and 	<ul style="list-style-type: none"> • Operate Mechanical Sweeper Vehicles: • Safely and efficiently operate mechanically sweeping vehicles on roads, car parks, industrial areas, and public spaces. • Conduct routine route-based sweeping in accordance with schedules. • Vehicle Maintenance & Reporting: • Perform basic daily maintenance checks and cleaning of the sweeper vehicle • Report any vehicle malfunctions, maintenance needs, or safety issues promptly to the supervisor • Adherence to Safety & Regulations: 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>routes independently. Good awareness of road safety and traffic conditions. Basic understanding of mechanical systems and troubleshooting.</p> <ul style="list-style-type: none"> • Others: • Physically fit to work in outdoor environments. • Willing to work on weekends and public holidays. • Able to communicate in basic English and/or local languages for work-related communication. 	<ul style="list-style-type: none"> • Ensure compliance with all traffic rules, workplace safety, and health (WSH) regulations. • Always use appropriate personal protective equipment (PPE) • Documentation & Logs: • Maintain accurate records of sweeping activities, mileage, fuel usage, and any incidents encountered during operations. • Support Ground Cleaning Crew: • Coordinate with ground cleaning teams to ensure comprehensive cleaning of assigned areas. • May assist with minor manual cleaning duties when required. • Customer & Public Interaction: • Maintain a courteous and professional demeanor when dealing with the public or clients in the course of duties 	
<p>Network Administrator </p>	<ul style="list-style-type: none"> • Bachelor’s degree in computer science or related field. • 2-3 years of network administration experience. • Ability in security system management and security protocols. • Experience with VPNs, SD-WAN, and cloud platforms (Azure, Google 	<ul style="list-style-type: none"> • We are seeking a skilled Network Administrator with 2-3 years of experience to join our team. You will handle network monitoring, security system management (including IDP (Intrusion Detection and Prevention) and IPS (Intrusion Prevention System)), security technologies (including EDP and XDR), change management documentation, green field implementations, and cloud integration • Responsibilities: • Monitor network performance for uptime 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>Cloud, AWS).</p> <ul style="list-style-type: none"> • Strong troubleshooting skills. • Ability to document change management procedures. • Knowledge of Intrusion Detection and Prevention (IDP) and Intrusion Prevention System (IPS). 	<p>and security</p> <ul style="list-style-type: none"> • Manage firewalls, including Intrusion Detection and Prevention (IDP) and Intrusion Prevention System (IPS). • Configure VPNs (Virtual Private Network), IPsec, SD-WAN, MPLS, Policy Management, ExpressRoute, and Cloud Connect • Work on migration projects and green field implementations. • Document network changes according to change management procedures • Integrate network services with cloud platforms like Azure, Google Cloud, and AWS (Apache Web Server) • Performing Regular Security Audits on the networks (VAPT) • Implement EDP and XDR initiatives 	
<p>Procurement Executive </p>	<ul style="list-style-type: none"> • Diploma or Degree in Supply Chain Management, Business Administration, or a related field. • Minimum 2–3 years of relevant experience in procurement or supply chain management. • Strong negotiation, communication, and analytical skills. • Proficient in 	<ul style="list-style-type: none"> • As a Procurement Executive / Officer, you will play a key role in ensuring the smooth sourcing and procurement of materials and services for the organization. Your responsibilities will include: • Sourcing & Supplier Management: • Identify, evaluate, and pre-qualify potential suppliers to ensure quality, reliability, and cost-efficiency. • Supplier Relationship Building: • Develop and maintain strong relationships with suppliers while monitoring and managing their 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>Microsoft Office and procurement software/tools.</p> <ul style="list-style-type: none"> • A proactive, detail-oriented, and result-driven individual 	<p>performance.</p> <ul style="list-style-type: none"> • Price & Contract Negotiation: • Negotiate pricing, terms, and conditions to secure the best deals and ensure value for money. • Contract Management: • Oversee contract compliance and resolve any disputes or issues that may arise during the course of the engagement • Purchase Order & Delivery Coordination: • Prepare purchase orders and coordinate with suppliers on delivery schedules and any logistical matters. • Cost Optimization: • Continuously identify opportunities to reduce costs and improve procurement processes. • Compliance & Policy Adherence: • Ensure all procurement activities align with company policies and relevant regulatory requirements • Ad-Hoc Duties: • Perform other procurement-related tasks as assigned 	
<p>Restroom Cleaners</p>	<ul style="list-style-type: none"> • Have a good level of hygiene and cleanliness • Good and responsible team players • Able to start immediately or short notice of period • Open retirees • Willing to travel within an area 	<ul style="list-style-type: none"> • The cleaner is responsible for ensuring restrooms are consistently clean, sanitized, and well-maintained. • Ad-Hoc Cleaning: Perform additional cleaning tasks as directed by supervisors to maintain the overall cleanliness of the facility 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 / 5.5 Days

#11 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.

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Kitchen Assistant	<ul style="list-style-type: none"> Operates 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 	<ul style="list-style-type: none"> Preparing customer orders Overall cleanliness of kitchen Preparation of ingredients Receiving and storage of ingredients Dishwashing 	<ul style="list-style-type: none"> Working Hour: <ul style="list-style-type: none"> 35 Hours/Week or 44 Hours/Week Employment Type: <ul style="list-style-type: none"> Part -Time Full Time
Management Trainee 	<ul style="list-style-type: none"> Welcoming of guests, cashiering duties, serving of food, clearing of tables, outlet cleanliness maintenance, dessert plating, dishwashing, storage of items. Operates 4 different stations, mainly 	<ul style="list-style-type: none"> Perform opening/closing procedures Perform full operation cycle of service and kitchen Guest complaint management Dishwashing and other ad-hoc tasks when needed 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days Working Hour: <ul style="list-style-type: none"> 44 Hours/Week

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<p>"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</p> <ul style="list-style-type: none"> • Opening and closing duties, schedule planning, complain management, cash banking services, employee training, staff feedback and orientation are included as well. • 44 hrs/6 working days. Any additional hours committed will be considered under OT (1.5x multiplier). Attendance incentive of \$50 - \$300 monthly is available if the candidate fulfils all attendance requirements 		

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Service Crew	<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • Serving customer's orders • Clearing of plates • Preparation of cutleries • Preparation of dessert orders • Dishwashing 	<ul style="list-style-type: none"> • Working Hour: <ul style="list-style-type: none"> - 35 Hours/Week or 44 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Part -Time - Full Time

#12 Sin Chew Woodpaq


With over 50 years of experience, Sin chew Woodpaq has grown from strength to strength into a one - stop and leading logistics provider in Singapore with key competencies in customized wooden crating, design and engineering, sensitive and heavy machinery moving and packing, heavy lifting, jacking and skidding, transportation, warehousing and material treatment. We have worked with companies across a wide range of industries, including aerospace, marine and offshore, semiconductor, medical and pharmaceutical, manufacturing and infrastructure. Upholding values of professionalism, excellence, and safety, we invite you to be part of our journey at the job fair.

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Class 4 Driver	<ul style="list-style-type: none"> • Must possess a valid Singapore Class 4/5 driving license • At least 3 year of driving experience in Class 4/5 vehicle • Good driving 	<ul style="list-style-type: none"> • Timely delivery of cargo to/fro various locations • Correctly load cargo at various locations, adhering to the policies and procedures of each loading location • Correctly and safely securing cargo before moving vehicle 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days • Working Hour: <ul style="list-style-type: none"> - Mon to Fri: 8.00am to 5.00pm


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> records required • Responsible, with good work attitude • High safety awareness 	<ul style="list-style-type: none"> • Safe handling of trailer for mounting and offloading of containers • Conduct daily inspections of the vehicle at the end of the day and report any problems or damage to company immediately • Perform pre/post trip vehicle inspection in accordance with company's safety procedures. • Maintain assigned vehicles in good working condition and cleanliness of vehicle • Comply with all road safety rules and regulations and safe work practices, procedures and policies at all times. • Ensure proper documentation of all delivery and collection orders • Any other roles and responsibilities as assigned by Management 	<ul style="list-style-type: none"> - Sat: 8.00am to 12.30pm
<p>Class 5 Driver</p>	<ul style="list-style-type: none"> • Must possess a valid Singapore Class 4/5 driving license • At least 3 year of driving experience in Class 4/5 vehicle • Good driving records required • Responsible, with good work attitude • High safety awareness 	<ul style="list-style-type: none"> • Timely delivery of cargo to/fro various locations • Correctly load cargo at various locations, adhering to the policies and procedures of each loading location • Correctly and safely securing cargo before moving vehicle • Safe handling of trailer for mounting and offloading of containers • Conduct daily inspections of the vehicle at the end of the day and report any problems or damage to company immediately • Perform pre/post trip vehicle inspection in accordance with company's safety 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days • Working Hours: <ul style="list-style-type: none"> - Mon to Fri: 8.00am to 5.00pm - Sat: 8.00am to 12.30pm


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<p>procedures.</p> <ul style="list-style-type: none"> • Maintain assigned vehicles in good working condition and cleanliness of vehicle • Comply with all road safety rules and regulations and safe work practices, procedures and policies at all times. • Ensure proper documentation of all delivery and collection orders • Any other roles and responsibilities as assigned by Management 	
<p>Customer Service Executive </p>	<ul style="list-style-type: none"> • Minimally 2 years of working experience, with experiences handling container shipment. • Prior customer service or sales coordinator experience will be an advantage • Preferably with knowledge for import and export shipments • Experience in logistics industry will be an advantage • Friendly and welcoming disposition • Has initiative, independent and able to work in dynamic environment • Good command of written and 	<ul style="list-style-type: none"> • Provide introductory information about the company and its products and services to new customers • Responding to customer inquiries • Advise customers on products or services to best suit their specific requirements • Prepare quotations and follow up with customers for their acceptance. • Document customer interactions when necessary, compiling job related documents to ensure that customer requirements are met. • Prepare delivery orders and other relevant documents. • Communicate all necessary job requirements clearly and efficiently to other stakeholders to ensure that customers' requirements/instructions are addressed. • Resolve customers' concerns, if any. • Build and maintain long 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hours: <ul style="list-style-type: none"> - Mon to Fri: 8.00am to 5.00pm

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	verbal English <ul style="list-style-type: none"> • Excellent organizational and multitasking skills 	term business relationships with new and existing customers	
Safety Coordinator 	<ul style="list-style-type: none"> • Preferably 2 years of relevant experience • Possess WSQ Certificate in WSH qualification and other related safety certifications • Candidates who possess these certifications will be added advantage - WSQ Implement Incident Management, WSQ Respond to Fire Emergency in Building (RFEB), CERT First Aider Course • Good interpersonal and communication skills • Able to work independently with people at all levels and at the same time work well in a team 	<ul style="list-style-type: none"> • Assist in managing Workplace Safety & Health, EHS and fire safety related matters in the company • Assist in creating workplace safety awareness and develop a strong safety culture in the company • Promote safe practices in the company and conduct safety related training • Provide recommendations for improving safety in the workplace • Prepare safety related reports and documentation for safety meeting and reporting • Responsible for the implementation and enforcement of all applicable workplace safety and EHS rules and regulations. • Perform daily site inspection to conduct safety audits on personnel and equipment and take appropriate corrective actions if necessary • Prepare and conduct toolbox meeting • Implement and enforce Permit-To-Work (PTW) system for all high-risk activities such as working at height, lifting operations and etc. • Investigate incidents, submit accident reports and make recommendations for 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days • Working Hours: <ul style="list-style-type: none"> - Mon to Fri: 8.00am to 5.00pm - Sat: 8.00am to 12.30pm

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<p>corrective actions.</p> <ul style="list-style-type: none"> • Ensure compliance of all workplace safety procedures and legislation. • Assist in ISO and Bizsafe audit • Involve in creating MOS and lifting plans for projects • Any other duties as instructed by the WSHO and Management 	
<p>Sales Manager </p>	<ul style="list-style-type: none"> • Minimally 2 years of working experience • Working experience in logistics or freight forwarding industry preferred • Prior sales experience will be added advantage • Proactive, willing to learn • Independent, with sense of urgency and responsibility • Good command of written and verbal English • Excellent organizational and multitasking skills • Possess own transport 	<ul style="list-style-type: none"> • Focus on expanding and developing market share • Work closely with other departments to secure and grow new and existing customers • Execute sales strategies to achieve set sales objectives with support from other departments • Follow up on potential customer prospects to clinch the sales • Present job proposals to customers and lead commercial negotiation with customers • Regular business reviews with customers to ensure customer satisfaction and business expansion • Establish and maintain good professional relationships with key accounts and critical personal at customers • Coordinate across different departments to ensure jobs are carried out smoothly • Understand the needs and requirements of customers and provide the right advice and assistance to the customers • Follow-up and co-ordinate with customers, 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hours: <ul style="list-style-type: none"> - Mon to Fri: 8.00am to 5.00pm


Click Here for Table of Content


Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		operational/logistics & other matters <ul style="list-style-type: none"> • Share customer feedback, and information to relevant parties to resolve customers' issues, if any 	
Watchman	<ul style="list-style-type: none"> • Singaporeans Only • Able to work 12 shift for 3 days per week (Thurs to Sat) • Able to operate email system 	<ul style="list-style-type: none"> • Handle all incoming mail • Register visitors, check visitors' contact declaration form before directing visitors to the appropriate holding area • Inform staff of visitors' arrival • Ensure knowledge of staff movements in and out of Company's premises • Maintain office security by following safety procedures and controlling access via the reception desk (monitor visitors' logbook) • Play announcement via Public Address (PA) system • Inform superior on any faulty or leakage on diesel pump station. • Ensure all vehicles follow Company's safety procedures & policies when topping up diesel. <p>To be the first responder to call DECAM service provider when the fire alarm panel ring</p> <ul style="list-style-type: none"> • In charge of facilities matters (e.g routine maintenance servicing, arranging facilities repair etc) • Any other duties assigned by management 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 3 Days • Working Hours: <ul style="list-style-type: none"> - Thurs to Sat: 7.00am to 7.00pm

#13 Tee Yih Jia Food Manufacturing

Tee Yih Jia Food Manufacturing Pte Ltd is the leading frozen foods manufacturer in Singapore, exporting more than 90% of our renowned Spring Home products to countries such as Europe, North America, South Africa, Middle East and Asia Pacific. Tee Yih Jia has world-class manufacturing facilities in Singapore, Malaysia, China and the United States, which hold international certifications of quality controls and hygiene such as HACCP and BRC.

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Business Development Executive (Food Service / HORECA) 	<ul style="list-style-type: none"> Possess an outgoing personality with a high level of self-motivation and determination 	<ul style="list-style-type: none"> In charge of developing sales and marketing strategy in assigned territories including marketing initiatives, business development opportunities, new market entry plan and analysis, budget and timeline Pro-actively innovate and respond to market needs Knowledge of regional market in terms of new product development, market potential/size, key players, consumption patterns, etc To manage and build relationships with customers and distributors To enable negotiations regarding price variations, customer specifications, and promotional mechanisms Participate in global trade shows and exhibitions to promote brand awareness 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days Working Hour: <ul style="list-style-type: none"> Mon - Fri 8am - 5pm
Cleaner	<ul style="list-style-type: none"> Willing to work 5.5 days / week 	<ul style="list-style-type: none"> Clean vertical surfaces, glass and ceiling Dust, clean and polish all items within the premises Empty waste bins. Keep drains clean. Maintain cleanliness of assigned areas 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5.5 Days Working Hour: <ul style="list-style-type: none"> 8am - 5pm weekdays / 8am - 12pm weekend

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Facility Technician 	<ul style="list-style-type: none"> At least 3 years' relevant experience in manufacturing industry Hands-on and strong technical competencies in equipment maintenance 	<ul style="list-style-type: none"> Carry out in-house preventive maintenance and corrective maintenance for all facilities, building and services system (ACMV, Plumbing & Sanitary, BMS, Electrical, ELV, Fire Protection System, Waste Water Treatment System and ASRS system) 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days Working Hour: <ul style="list-style-type: none"> 8am - 6pm or 8pm - 6am
Food Processing Worker	<ul style="list-style-type: none"> Willing to work 12hours shift OT will be payable beyond 44 hours per week. 	<ul style="list-style-type: none"> Operating of production machines (if assigned to do so) Packing food products - In charge of placing food products into the packaging and carton box (around 7-9kg) Ensure workplace safety and upkeep the cleanliness of workplace. Any other duties required as Food Processing Worker 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days Working Hour: <ul style="list-style-type: none"> 8am - 8pm or 8pm - 8am
Security Officer	<ul style="list-style-type: none"> Willing to work 12hours shift OT will be payable beyond 44 hours per week. 	<ul style="list-style-type: none"> Safeguard the premises and personnel; and the harmony of earth and people Perform security checks and access control responsibilities Handle any security related matters Take action of unusual occurrences Report in detail any suspicious incidents Patrol randomly or regularly building and perimeter 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days Working Hour: <ul style="list-style-type: none"> 7am - 7pm or 7pm - 7am
Warehouse Assistant	<ul style="list-style-type: none"> Willing to work in coldroom setting and shift work 	<ul style="list-style-type: none"> Loading and unloading of goods daily. Operate forklift and handle equipment in automated warehouse Ensure items are placed in right and proper location 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5.5 Days Working Hour: <ul style="list-style-type: none"> Mon to Fri 8am to 5pm

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		and retrieving them properly <ul style="list-style-type: none"> • Observe safety at all times and looking out for each other as well as ensuring all stored items are kept in good condition. • Able to attend to resolving warehouse or storage issues when required. • Ensure proper stocks recording for in/out and any required admin paperwork are completed 	<ul style="list-style-type: none"> - Sat or Sun 8am to 12pm - Mid - 12pm to 9pm (Mon - Fri) 12pm to 4pm (Sat or Sun) Night - 9pm to 7am (Mon to Sun)

#14 Vantive Manufacturing

Baxter touches the lives of millions of people around the world every day. Our products and therapies can be found throughout hospitals and clinics – from the ER to the OR, from the pharmacy to the ICU – as well as advancing patients’ care in their homes.

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Forklift Driver		<ul style="list-style-type: none"> • To perform receiving system transaction (JDE/dcLINK/Coupa) and weight count on materials where required • To file documents and receive goods from Suppliers • To move materials from one point to another and paste Receiving label. • To perform general housekeeping and daily forklift maintenance per checklist • Any other duties as assigned by Supervisor • Responsible for compliance to EHS procedure and requirement. • Responsible for compliance to cGMP and 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - Mon - Fri 8am to 4.30PM


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		GDP requirements	
Lab Analyst 	<ul style="list-style-type: none"> Diploma holder 	<ul style="list-style-type: none"> Responsible for performing laboratory testing on raw materials as well as initial, in-process and final products for compliance to quality standard Other responsibilities include laboratory equipment maintenance, test procedure qualification, validation as well as involvement in improvement projects. Responsible for compliance to EHS procedure and requirement 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 4 Days Working Hour: <ul style="list-style-type: none"> 12 hours shift
Operators	<ul style="list-style-type: none"> Secondary 2 education 	<ul style="list-style-type: none"> Perform packing for all products Perform visual inspections for non-Japanese products according to specifications. Handling of simple packing machines Perform some simple manual jobs in Sub-assembly Adheres to quality as in Standard Operating Procedures Compliance to EHS procedures and requirements Any other duties that may be assigned 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 4 Days Working Hour: <ul style="list-style-type: none"> 12 hours shift
Quality Technician		<ul style="list-style-type: none"> To routinely perform incoming laboratory functions independently: Incoming inspection (visual, dimensional, special/ functional test etc). Sample incoming material (eg. Chemical, Resin, Packaging Material etc) 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days Working Hour: <ul style="list-style-type: none"> Mon - Fri 8am to 4.30PM


#15 Woodlands Transport

Woodlands Transport is a homegrown company founded in 1974. We are the largest private transport operator in Singapore, managing a fleet of 800 vehicles on the roads daily. With over 40 years of experience, and as the backbone of Singapore's transport eco-system, we are always working towards creating the easiest and safest transport connection between people. Founded in 1974 by Mr. Voo Soon Sang, Mr. Lim Chin Hwee, Mr. Sia Leong Bee and a few partners, we have grown to be the largest private transport operator in Singapore today. Today, we oversee a fleet of transport vehicles that span a wide range of industries. We are also a regular contributor of transport and logistic support to various national and community events.


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
Admin Executive 	<ul style="list-style-type: none"> GCE O level, Nitec or Diploma in a relevant field in Business Administration or Office Management Proficiency in Microsoft Office (Word, Excel and Powerpoint) Able to start work within short notice 5 days work week 	<ul style="list-style-type: none"> Data Input - Input and update data into the VMS system Provide administrative support for fleet maintenance, workshop and parts departments Manage customer phone calls, email inquiries and requests related to administrative tasks Submit insurance claims to insurance companies, ensuring all forms are completed accurately and completely Undertaking special projects or administrative tasks assigned by direct supervisor Prepare daily reports such as daily attendance, overtime records, inventory reports, and tire report 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days Working Hour: <ul style="list-style-type: none"> 8.30am to 5.30pm Location: <ul style="list-style-type: none"> Gul Circle Transport provided near Joo Koon MRT
Bus Drivers	<ul style="list-style-type: none"> Class 4 driving licence with valid BDVL 	<ul style="list-style-type: none"> Picking up of workers, airport employees (airside), tourists 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days Working Hour: <ul style="list-style-type: none"> 6am to 6pm


Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
<p>Mechanics / Technicians</p>	<ul style="list-style-type: none"> • At least NTC, NITEC or Technical Trade Certificate • At least 3 years of hands-on experience in repairing buses/trucks OR motorcycles • Preferably with Class 2 or 3 driving license 	<ul style="list-style-type: none"> • Perform Routine Maintenance: conduct regular service • Component Repairs - repair or replace faulty components such as engines, brakes and suspension • Diagnose vehicle fault - use diagnostic equipment and manual inspection to identify faults • Ensure Safety and Compliance - follow all safety protocols when using tools and equipment • Ensure vehicles meet safety and regulatory standards 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5pm
<p>MICE Executive </p>	<ul style="list-style-type: none"> • Minimum Diploma in Tourism will be an added advantage • Minimum 1 year relevant experience 	<ul style="list-style-type: none"> • Assess clients' travel needs and recommend suitable travel options and advice. • Conduct research on destinations, travel options, pricing, requirements, advisories, and reviews. • Prepare and provide trip proposals and quotations based on client requests. • Coordinate travel arrangements from start to finish, including ticket booking, accommodation, and transportation through various booking portals and distribution systems. • Provide travelers with necessary information and travel documents. • Ability to tour lead with clientele onsite/overseas • Address any unexpected issues, feedback, and ensure appropriate resolutions. • Maintain and update digital client records. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8.45pm to 6.15pm

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
		<ul style="list-style-type: none"> • Foster relationships with key contacts and points of contact. • Collaborate with relevant departments on billing and payment tasks, including invoices, account statements, accounts receivable, and refunds. • Strive to meet revenue and profit targets. • Facilitate onsite meetings with clients and vendors. • Proven experience as a Travel Consultant handling both independent and group travel. • Proficient in travel software, including Travel Reservation Systems and Global Distribution Systems (GDS) like Sabre. • Strong command of English. • In-depth knowledge of various travel types, including domestic and international, business and leisure, group 	
<p>Operations Executive (Overland Products & Operations) </p>	<ul style="list-style-type: none"> • Diploma in travel and tourism or relevant work experience 	<ul style="list-style-type: none"> • Oversee and manage the daily operations within the operations team. You will ensure that all travel-related services are carried out efficiently, effectively, and in line with company standards 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 8.45pm to 6.15pm
<p>Prime Mover Driver</p>	<ul style="list-style-type: none"> • Valid Singapore LTA-issued Class 4 driving license • Preferably one (1) year of relevant driving experience • Ability to adapt to the construction working 	<ul style="list-style-type: none"> • Delivery of precast components from precast yards to sites in Singapore • Report any defects, accidents or violations to the supervisor • Maintain cleanliness and upkeep of the vehicle 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days • Working Hour: <ul style="list-style-type: none"> - 8am to 5pm

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	environment <ul style="list-style-type: none"> • Adherence to safety rules and regulations • Good navigation skills to use maps and/or GPS for route planning • Excellent time management skills to meet delivery schedules • Strong listening and communication skills • Fast learner • On the job training will be provided • Must be able to deliver precast components from precast yards to construction sites in Singapore, report any defects, accidents, or violations to the supervisor, and maintain vehicle cleanliness and upkeep • Able to work till 8pm 		
Tour Consultants 	<ul style="list-style-type: none"> • Certification or training in travel planning, familiar with computer 	<ul style="list-style-type: none"> • Provide excellent customer service and respond to client inquiries and concerns. Book tours, flights, cruises, coaches, accommodations, rental 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days • Working Hour: <ul style="list-style-type: none"> - 11am to 9pm

Click Here for Table of Content

Job Positions	Job Requirements	Job Descriptions	Working Hours / Location
	reservation system (CRS).Excellent communication skills	cars and other travel arrangements	
Traffic Coordinator (Part Time)	<ul style="list-style-type: none"> Secondary education. Able to write simple English. Responsible & Committed. Able to start work immediately. Preferably residing in the North. Able to communicate fluently in Mandarin to effectively communicate with Mandarin Speaking personnels 	<ul style="list-style-type: none"> Collect daily ridership data from Monday to Friday for a company buses at Woodlands MRT Station, including the number of passengers using the transportation service 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> - 5 Days Working Hour: <ul style="list-style-type: none"> - 7am to 9am

e2i Services

e2i Services

- Career Coaching & Job Matching
- SkillsFuture Advice

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=q>



Discover our Services at a Centre Near You

📍 **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

📍 **e2i Career Centre (OMB)**
 One Marina Boulevard
 1 Marina Boulevard #B1-03
 Singapore 018989

📍 **e2i Career Centre (OTH)**
 ServiceSG Centre
 Our Tampines Hub
 1 Tampines Walk #01-21
 Singapore 528523

📍 Scan here for our other Jobs and Skills Centres around Singapore.



Click Here for Table of Content

NTUC Job Security Council's Telegram Channels

Be alerted daily on the latest job vacancies from hiring companies. Subscribe to JSC Telegram channels today! If you don't have Telegram, get more info on how to download the app at <https://telegram.org/>

- Subscribe to **PMET Jobs-Alert**
 (e.g. Analyst, 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, etc.)

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



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=qv>

Find out the benefits you will enjoy as a NTUC Union Member.

Sign up today!



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

Click Here for Table of Content