Community Job Fair @ Paya Lebar Kovan Community Club (25 March 2025)

JOB LISTING BOOKLET



About e2i (Employment and Employability Institute)

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e2i is the empowering network for workers and employers seeking employment and employability solutions. e2i serves as a bridge between workers and employers, connecting with workers to offer job security through job-matching, career guidance and skills upgrading services, and partnering employers to address their manpower needs through recruitment, training and job redesign solutions. e2i is a tripartite initiative of the National Trades Union Congress set up to support nation-wide manpower and skills upgrading initiatives. For more information, please visit www.e2i.com.sg

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#1 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 nested within 3.5 hectares of secluded tropical gardens on the hillside of Sentosa's popular Palawan Beach.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours /
		Location
Assistant	Key Responsibilities	Working Hours:
Housekeeper	 Assist housekeeping in overseeing daily housekeeping operations 	Rotating shifts
		Location:
	Pre-requisites	1 Larkhill Road,
	Guest oriented and detailed focused	Singapore 099394
	Able to work on shifts, weekends and public holidays	
Assistant	Key Responsibilities	Working Hours:
Restaurant Manager	Ensure smooth daily operations in the restaurant & bar	Rotating shifts
(Amara	Pre-requisites	Location:
Sanctuary)	Good communications and interpersonal skills	1 Larkhill Road, Singapore 099394
Assistant	Key Responsibilities	Working Hours:
Restaurant Manager	Ensure smooth daily operations in the restaurant & bar	Rotating shifts
(Amara Hotel)	Pre-requisites	Location:
	Good communications and interpersonal skills	165 Tanjong Pagar Road, Singapore 088539
Banquet	Key Responsibilities	Working Hours:
Operations	Oversee Banquet operations to ensure high quality of food	Rotating shifts
Executive	and service delivered to guests at functions in accordance	
Executive	with the Hotel standards	Location:
		165 Tanjong Pagar
	Pre-requisites	Road, Singapore
	Minimum 1 year of experience	088539
Chef De Partie	Key Responsibilities	Working Hours:
	Ensure that all menu dishes of highest quality are prepared	Rotating shifts
	Pre-requisites	Location:
	Minimum 2 years of experience	165 Tanjong Pagar Road, Singapore 088539

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Guest Service Executive (Amara	Key Responsibilities • Greet guests warmly and perform registration procedures	Working Hours: Rotating shifts
Sanctuary)	Pre-requisitesExperience in customer service preferred	Location: 1 Larkhill Road, Singapore 099394
Guest Service Executive (Amara Hotel)	 Key Responsibilities Greet guests warmly and perform registration procedures 	Working Hours: Rotating shifts
	 Pre-requisites Experience in customer service preferred 	Location: 165 Tanjong Pagar Road, Singapore 088539
Guest Service Manager	 Key Responsibilities 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 Pre-requisites Minimum 3 years of experience in similar capacity 	Working Hours: Rotating shifts Location: 165 Tanjong Pagar Road, Singapore 088539
M&E Technician	 Key Responsibilities Perform preventive maintenance program on hotel M&E equipment, including plumbing/sanitary system to standard Pre-requisites Skilled and knowledgeable in M&E maintenance and is able to troubleshoot M&E 	Working Hours: Rotating shifts Location: 165 Tanjong Pagar Road, Singapore 088539
Revenue Manager	 Key Responsibilities Oversee revenue management and distribution strategy of the hotel and manage day-to-day yield operations Conduct daily pick up analysis, strategy adjustments and reporting Perform competitive benchmark studies and follow market trends Create and maintain 13-month rolling demand calendar Create and develop pricing strategies in conjunction with the individuality of each hotel Provide weekly dynamic forecast of expected results, variances and budget comparisons Manage and oversee strategy for all 3rd party distribution, maintaining rate parity across all channels Work in liaison with sales and reservations departments as a team Regularly check the input and the quality of data (segmentation, denials tracking) points Conduct monthly property performance review and develop strategic and tactical action plan Work to maximize room yield through inventory control 	Working Hours: Rotating shifts Location: 165 Tanjong Pagar Road, Singapore 088539

Job Positions	Key Responsibilities / Pre-requisites	Working Hours /
	Pre-requisites	
	Minimum Diploma or Bachelor's Degree in Hotel	
	Management or related field	
	Proficiency in MS Office applications and Hotel systems	
	(HMS)	
	Excellent interpersonal and analytical skills	
C !	Key Responsibilities	Working Hours:
Senior		Rotating shifts
Security Officer	Ensure safety and security of hotel guests & staff Outdoor to the security of ho	Notating stillts
Officer	Conduct regular patrolling & investigations	Location:
	Pre-requisites	1 Larkhill Road,
	Experience as a security in hotel	Singapore 099394
	Able to work on shifts, weekends and public holidays	
Senior/	Key Responsibilities	Working Hours:
Security	Ensure security policies and procedures are carried out	Rotating shifts
Officer		
	Pre-requisites	Location:
	Minimum 1 year of experience	165 Tanjong Pagar
		Road, Singapore
		088539
Store cum	Key Responsibilities	Working Hours:
Receiving	Ensure that all goods/merchandises received or rejected	Rotating shifts
Officer	goods/merchandises are properly documented and	
	accounted for	Location:
		1 Larkhill Road,
	Pre-requisites	Singapore 099394
	Able to carry heavy goods as and when required	
	The second of th	
Waitress	Key Responsibilities	Working Hours:
	Provide friendly, excellent and professional service to all	Rotating shifts
	guests	
	 Responsible for handling food and beverage orders and 	Location:
	serving guests	165 Tanjong Pagar
	Assist to perform preparation and setting up in the	Road, Singapore
	restaurants for service	088539
		000000
	Check that all amenities and utensils are properly stocked and increased.	
	and inspected	
	Assist guests on their respective requests	
	Possess knowledge to upsell, well-versed in all aspects of	
	the menu	
	Pre-requisites	
	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	

#2 CHAGEE Singapore

At CHAGEE, we are Passionate Purveyors of TEA, and it is the very heart and soul of our business. Our journey is fueled by a deep-rooted commitment to sourcing, crafting, and sharing the finest teas from around the world. With a relentless pursuit of quality, innovation, and sustainability, we have emerged as industry leaders, redefining the tea experience.

We are now a major tea beverage brand, with contemporary oriental tea brewed products, using premium tea leaves. CHAGEE has more than 5,000 stores in the world; including China, Singapore, Malaysia, Thailand etc.

Backed by a vigorous corporate and team culture, we believe our people are the most valuable assets in spearheading CHAGEE's global expansion.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Assistant	Key Responsibilities	Working Hours:
Store	Responsible for both the strategic and operational work of	8 hours per day/
Manager/	the store team	44 hours per week
Store Manager	 Manages the P&L activities of the store, including net sales, revenue, recruitment, inventory, cost management etc. Monitors and maintain integrity of stores operation and the provision of services Ensure quality control and assurance standards are met Team management; including training, performance and productivity Mentor team in achieving targets and successful provision of CHAGEE experience Serves as main representative between store and customers 	Location: 128 Beach Road, Guoco Midtown Office, Singapore 189773
	 Partner Operations team in planning, development and implementation of short-to-long-term objectives Pre-requisites Passionate, responsible, highly motivated and proactive individuals 	
	 Prior working experience in fast-moving beverages or F&B operations Knowledge of P&L management Effective verbal and written communication skills Ability to establish effective working relationships with all internal and external stakeholders Capacity to work in a fast-paced environment and handle multiple tasks simultaneously Work and collaborate as a team to achieve and ensure smooth operational success 	

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Part-Time Tea Barista	 Key Responsibilities Prepare beverages according to standardised recipes and customer preferences Utilise proper brewing techniques and equipment to ensure the quality and consistency of each beverage served Prepare drinks by following the prescribed recipes and preparation techniques Accurately process customer orders, handle cash and electronic payments Serve as ambassador in providing full-fledged CHAGEE service experience to all customers Act in compliance with operational policies and procedures Maintain cleanliness and sanitation standards in the tea barista area, including brewing equipment, serving utensils, and workstations to meet the requirements of Health & Safety and Hygiene Protocols Always ensure sufficient stock by monitoring tea inventory levels, reporting discrepancies, restocking supplies, handling stock delivery upon arrival as needed and communicating inventory needs to management Pre-requisites Passionate, responsible, highly motivated and proactive individuals Prior working experience as a Barista or in a similar F&B capacity advantageous. No relevant experience? No worries, training will be provided for all employees at our dedicated training centre Ability to work in a fast-paced environment and handle multiple tasks simultaneously Work and collaborate as a team to achieve and ensure 	Working Hours: 4 hours per day/ 35 hours per week Location: 128 Beach Road, Guoco Midtown Office, Singapore 189773
Senior Tea Barista	 Key Responsibilities Prepare beverages according to standardised recipes and customer preferences Utilise proper brewing techniques and equipment to ensure the quality and consistency of each beverage served Prepare drinks by following the prescribed recipes and preparation techniques Accurately process customer orders, handle cash and electronic payments Serve as ambassador in providing full-fledged CHAGEE service experience to all customers Act in compliance with operational policies and procedures Maintain cleanliness and sanitation standards in the tea barista area, including brewing equipment, serving utensils, and workstations to meet the requirements of Health & Safety and Hygiene Protocols Always ensure sufficient stock by monitoring tea inventory levels, reporting discrepancies, restocking supplies, handling 	Working Hours: 8 hours per day/ 44 hours per week Location: 128 Beach Road, Guoco Midtown Office, Singapore 189773

Jak Dasitisso	Voy Doop or all little a / Due was with	Manking Harry
Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	stock delivery upon arrival as needed and communicating inventory needs to management	
	Pre-requisites	
	Passionate, responsible, highly motivated and proactive individuals	
	 Prior working experience as a Barista or in a similar F&B capacity advantageous. No relevant experience? No worries, training will be provided for all employees at our dedicated training centre 	
	Ability to work in a fast-paced environment and handle multiple tasks simultaneously	
	Work and collaborate as a team to achieve and ensure smooth operational success	
Tea Barista	Key Responsibilities	Working Hours:
	 Prepare beverages according to standardised recipes and customer preferences 	8 hours per day/ 44 hours per week
	 Utilise proper brewing techniques and equipment to ensure the quality and consistency of each beverage served 	Location:
	Prepare drinks by following the prescribed recipes and preparation techniques	128 Beach Road, Guoco Midtown
	Accurately process customer orders, handle cash and electronic payments	Office, Singapore 189773
	Serve as ambassador in providing full-fledged CHAGEE	
	 service experience to all customers Act in compliance with operational policies and procedures 	
	 Maintain cleanliness and sanitation standards in the tea barista area, including brewing equipment, serving utensils, and workstations to meet the requirements of Health & Safety and Hygiene Protocols 	
	Always ensure sufficient stock by monitoring tea inventory levels, reporting discrepancies, restocking supplies, handling stock delivery upon arrival as needed and communicating inventory needs to management	
	Pre-requisites	
	 Passionate, responsible, highly motivated and proactive individuals 	
	Prior working experience as a Barista or in a similar F&B capacity advantageous. No relevant experience? No worries, training will be provided for all employees at our dedicated training centre	
	 Ability to work in a fast-paced environment and handle multiple tasks simultaneously Work and collaborate as a team to achieve and ensure smooth operational success 	

#3 Cleaning Concept

Cleaning Concept was incorporated in 2019 as a cleaning service provider focusing on integrated services such as cleaning, pest control, grease trap and dishwashing services. Our clientele comes from the Food & Beverage, Retail, Industrial and Commercial sectors.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours /
		Location
Dishwasher	 Key Responsibilities Collect used kitchenware from dining and kitchen areas Load and unload dishwashing machines Wash specific items by hand (e.g. wooden cutting boards, large pots and delicate china) Store clean dishes, glasses and equipment appropriately Set up workstations before meal prep begins Ensure there are always enough clean dishes, glasses and utensils, especially during peak hours Maintain cleaning supplies stock (e.g. detergents) and place orders when necessary Check the washing machines' operation and promptly report any technical/performance issues Remove garbage regularly Sanitize the kitchen area, including the floor 	Working Hours: Full time 8 hours Location: North / South / East / West / Central
General Cleaner (Retail branch)	 Key Responsibilities Floor care (vacuuming, mopping, carpet spotting) Surface care (dusting, sanitizing, glass/mirror/window cleaning, metal/wood polishing, clean blinds and draperies) Waste removal (empty trash and recycle bins, transport trash and waste to proper disposal areas) Light maintenance (replace light bulbs, restock supply cabinet/room) 	Working Hours: Full time 8 hours / Part time 4 hours Location: North / South / East / West / Central
Table Top Cleaner (Kopitiam)	 Key Responsibilities Floor care (vacuuming, mopping, carpet spotting) Surface care (dusting, sanitizing, glass/mirror/window cleaning, metal/wood polishing, clean blinds and draperies) Waste removal (empty trash and recycle bins, transport trash and waste to proper disposal areas) Light maintenance (replace light bulbs, restock supply cabinet/room) 	Working Hours: Full time 8 hours / Part time 4 hours Location: North / South / East / West / Central

#4 Duck King One

The 70s Braised Delicacies - A dynamic duck rice stall emerged at 60 Stalls, Yung Sheng Road and Market. It's renowned for its Teochew-style duck rice, the stall's flavourful dishes became a local sensation. The fragrant duck and perfectly cooked rice drew in a loyal community, turning the stall into a cherished gathering spot.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Area Manager	 Key Responsibilities Oversee and ensure the smooth operation of F&B outlets Lead and motivate staff to achieve operational goals, sales targets and profitability Maintain high levels of Quality, Service and Cleanliness of the outlets Meet and maintain hygiene, sanitary and work safety standards at all times Responsible for recruitment, training and retention of staff Plan staff schedules to achieve optimal operational standards within budgetary limit Handle customers' complaints professionally and satisfactorily Pre-requisites Minimum GCE 'O' level with at least 5 years of F&B experience as a manager Highly motivated, customer-centric and good team player Has an eye for details and possesses good project/program management skills Possesses strong interpersonal, communication and 	Working Hours: 9am - 6pm Location: Various
	 leadership skills Able to work on shift - weekends and public holidays Candidate with Food Hygiene certificate will be an added advantage 	
Delivery Driver	 Key Responsibilities Ensure the timely and accurate delivery of goods to specified locations, following the planned route Conduct daily inspections of the truck to ensure it is in good working condition, reporting any mechanical issues for prompt repairs Safely load, secure, and unload goods from the truck, ensuring proper handling to prevent damage Abiding by all transportation laws and maintaining a safe driving record Preparing reports and other documents relating to deliveries Upkeep cleanliness/tidiness of vehicle and report necessary maintenance as required Ensure compliance with local traffic rules and regulations Any other duties as directed 	Working Hours: 9am - 6pm Location: Various

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	Pre-requisites	
	 Possesses a valid Class 3 Singapore Driving License with good driving records and familiar with Singapore roads Physically fit, able to carry, load and unload packages up to 30kg Team player with a positive working attitude Able to speak Basic Chinese/English to converse with Chinese/English speaking customers Candidates with relevant experience will be an added advantage Candidate with Food Hygiene certificate will be an added advantage Able to work shift - weekends and public holidays 	
) A/ 1 · ·
Dishwasher	 Key Responsibilities Wash, stack, sort, and store dishes, glassware, utensils, and cookware Maintain a clean kitchen and keep the dish area organized and free of clutter Set up dish stations, including dishwashing machines and sinks Maintain clean, dry floors throughout the shift Clean and sanitize storage areas, including freezers and refrigerators Assist in storing food deliveries Monitor trash cans throughout shift, making sure to remove full trashcans and boxes as needed and at the end of each shift Maintain the cleanliness of dry storage areas and the organization of storage shelves Assist in food prep and any other duties set forth or requested by the chef and other managers as needed Follow sanitation and cleaning procedures Ensure that dishwashers are in working order and report problems as they arise Assist with closing, including aiding in the sanitation of cooking and food preparation stations 	Working Hours: 9am - 6pm Location: Various
	Pre-requisites	
	 Works effectively to promote harmony and teamwork Able to speak Basic Chinese/English to converse with Chinese/English speaking customers Able to work shift - weekends and public holidays Candidate with Food Hygiene certificate will be an added advantage 	
Kitchen Assistant	 Key Responsibilities Cook and prepare food for customers as per the standard recipes 	Working Hours: 9am - 6pm

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	 Slightly modify recipes to meet customers' needs and requests (e.g. reduce salt, remove dairy) Ensure food is prepared in a timely manner Ensure appealing plate presentation Ensure area of responsibility are clean, tide and organised Ensure general cleanliness and hygiene in food preparation and storage are in accordance with NEA and SFA guidelines Check stock level, order and replenish of stock in FIFO order Ensure sufficient stock for daily operation; stocks and ingredients keep fresh and follow FEFO (first expired first out) system Ensure compliance with all health and safety regulations within the kitchen area Ensure that all the kitchen equipment is in good working order and reports any faults or damage Any other duties as assigned Pre-requisites Minimum of 1 – 2 years in Kitchen operations Work effectively to promote harmony and teamwork Able to speak Basic Chinese/English to converse with Chinese/English speaking customers Able to work shift - weekends and public holidays 	Location: Various
Stall Assistant	 Candidate with Food Hygiene certificate will be an added advantage Key Responsibilities Assist in the counter in serving and preparing food Ensure food is prepared in a timely manner Perform cashiering duty at food stall using POS machine Take customer's order and ensure the orders are keyed correctly into POS machine Ensure compliance with all health and safety regulations within the kitchen area Ensure correct and safe use of all equipment and tools Deal effectively with guests and workplace associates using SOP at all times Any other duties as directed Pre-requisites Work effectively to promote harmony and teamwork Able to speak Basic Chinese/English to converse with Chinese/English speaking customers Able to work shift - weekends and public holidays Candidate with Food Hygiene certificate will be an added advantage 	Working Hours: 9am - 6pm Location: Various

#5 ECON Healthcare

Established since 1987, ECON Healthcare Group celebrates more than 35 years of commitment to quality healthcare and eldercare services this year. As a regional provider for integrated healthcare services in Singapore, Malaysia and China, the Group incorporates a chain of medicare centres and nursing homes, hospital services, a careskill training centre, a chain of senior services centres, home care services, physiotherapy services and traditional Chinese medicine services. The Group also provides consultancy for the development and management of retirement living communities.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Cook	 Key Responsibilities Prepare and cook meals according to the planned menu and residents' specific diets Maintain hygiene standards for cooking, food storage, and kitchen cleanliness, including utensils, equipment, and the refrigerator Ensure sufficient food quantities for residents and staff, and prevent wastage Perform stock takes and manage the ordering of raw ingredients, dry goods, and provisions weekly Responsible for the keys to the store, refrigerator, and dry goods cupboard, ensuring secure access Pre-requisites Minimum 1 year working experience Possess a current basic food hygiene certificate would be an advantage Able to work shifts, weekends, eve of public holidays and public holidays 	Working Hours: 44 hours per week Location: • Buangkok • Henderson Care Residence • Recreation Road • Upper East Coast
General Worker	 Key Responsibilities Sweep and mop the floor, cleaning of toilets and handling of laundry Clear all cutleries, tables and linens after every meal Maintain the cleanliness of the premises' doors, windows, furniture and fixtures Performing gardening maintenance and planting of various plants Work with garden hand tools and basic light machinery Pre-requisites Able to work independently with minimal supervision 	Working Hours: 44 hours per week Location: Braddell Buangkok Chai Chee Choa Chu Kang Henderson Care Residence Recreation Road Upper East Coast Yio Chu Kang

Job Positions	Key Responsibilities / Pre-requisites	Working Hours
	·	/ Location
Kitchen Assistant	 Key Responsibilities Assist in meal preparation and serve meals to residents when needed Maintain cleanliness in the kitchen, including sweeping and cleaning floors Wash and clean all cooking utensils after each meal Follow the First-In, First-Out method for managing food and sundries, ensuring accurate stock levels Step in to prepare meals in the absence of the Cook Pre-requisites Minimum 1 year working experience Possess a current basic food hygiene certificate would be an advantage Able to work shifts, weekends, eve of public holidays and public holidays 	Working Hours: 44 hours per week Location: Braddell Buangkok Chai Chee Choa Chu Kang Henderson Care Residence Recreation Road Upper East Coast Yio Chu Kang
Laundry Attendant	 Key Responsibilities Sorting, washing, drying, pressing, and folding clothing and other textile items Collection and dispatch of soil and clean line Removing stains from items using the appropriate procedures Performing minor sewing duties Keeping an updated inventory of laundry detergents and sewing kits Perform any other work as assigned Pre-requisites Able to work independently with minimal supervision 	Working Hours: 44 hours per week Location: • Henderson Care Residence

#6 KFC and Pizza Hut

KFC Singapore is a leading quick-service restaurant chain known for its signature Original Recipe fried chicken, prepared with Colonel Sanders' secret blend of 11 herbs and spices. Since its establishment in Singapore, KFC has expanded across the island, offering a wide range of delicious meals, including burgers, rice bowls, and local-inspired creations. Committed to quality, innovation, and excellent customer service, KFC continues to be a favorite dining choice for Singaporeans.

Pizza Hut Singapore is a well-loved pizza chain offering a variety of delicious pan and hand-stretched pizzas, pasta, and sides. With a strong presence across the country, Pizza Hut serves dine-in, takeaway, and delivery options, bringing great-tasting meals to customers' doorsteps. Dedicated to innovation and quality, Pizza Hut continuously introduces new flavors and promotions, making it a go-to choice for pizza lovers in Singapore.

Job Positions	Key Responsibilities / Pre-requisites	Working
		Hours /
		Location
Assistant Manager	Key Responsibilities	Working Hours:
(KFC / Pizza Hut)	Be the right-hand wingman/woman to the Assistant	7am - 4pm /
	Manager	1pm -10pm /
	 Supervise, motivate, and coach your team to be rockstars in customer service, cleanliness, and speed 	4pm - 1am
	 Handle shift management in organize manpower, making sure operations run smoothly (and on time!) 	Location: Multiple
	 Keep the vibe positive while making sure health, safety, and food quality standards are met 	location
	Ensure the store runs as smoothly as perfect	
	 Be ready to lift and carry items like flour and chicken, up to 20kg – some muscle power is needed! 	
	Pre-requisites	
	Food Hygiene Certificate	
	Leadership	
Team Member	Key Responsibilities	Working Hours:
(KFC / Pizza Hut)	Able to communicate in bilingual will be preference	7am - 4pm /
	Able to perform simple math calculations for basic ordering	1pm -10pm /
	Able to remain standing and active for an 8–12-hour shift	4pm - 1am
	• Able to tolerate exposure to hot temperatures (above 32° C)	
	periodically throughout the shift	Location:
	Able to perform basic cleaning duty in the workstation	Multiple location
	Pre-requisites	
	Food Hygiene Certificate	

#7 Lan Zhou Wu Fu

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

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

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Back of House (BOH) Service Crew	 Key Responsibilities The Back of House (BOH) Service Crew plays a critical role in ensuring the smooth operation of the kitchen. Responsibilities include food preparation, where they assist in chopping, dicing, and prepping ingredients. At the grill station, they handle meat preparation, ensuring all items are cooked to perfection. They also focus on dish assembly and presentation, ensuring meals are plated attractively. Regular cleaning and sanitization are key tasks to maintain a safe, hygienic environment. Inventory and stocking are performed to ensure the kitchen is adequately supplied. Effective team collaboration is essential for ensuring timely service and maintaining operational efficiency. Pre-requisites We are looking for a motivated Back of House (BOH) Service Crew member to join our team! Previous kitchen experience in a fast-paced restaurant environment is preferred, along with knowledge of Korean cuisine and BBQ preparation. You should be able to handle sharp tools and operate kitchen equipment safely. Responsibilities include dishwashing and ensuring cleanliness of dishes, utensils, and kitchen equipment. A strong understanding of food safety and hygiene regulations is essential. You should have excellent attention to detail, the ability to multi-task and work efficiently under pressure, and a commitment to maintaining high standards of food hygiene and kitchen safety. Strong communication skills in English are required, and proficiency in Mandarin is an advantage. Availability to join the team on short notice is a plus. 	Working Hours: 44 hours per week Location: 181 Orchard Road, Singapore 238896

Job Positions	Key Responsibilities / Pre-requisites	Working
		Hours /
	Vou De an aileitaire	Location
Food Court Stall/Kitchen Assistant (Full- Time)	 Key Responsibilities The Food Court Stall/Kitchen Assistant (Full Time) is responsible for providing excellent customer service, ensuring efficient food preparation, maintaining cleanliness and sanitation in the kitchen and surrounding areas, and managing inventory and supplies. The role also involves collaborating effectively with team members to ensure smooth operations and high standards of food quality and hygiene. The assistant must adhere to all safety guidelines and support daily kitchen tasks to deliver exceptional customer experience. 	Working Hours: 44 hours per week Location: Island-wide
	 Pre-requisites We are looking for a dedicated Food Court Stall/Kitchen Assistant to join our team! No prior experience is required, but basic F&B experience will be an advantage. Candidates should be willing to work rotating shifts, including weekends, and possess a positive attitude with a strong sense of responsibility. This role involves assisting in food preparation, maintaining cleanliness, and ensuring smooth daily operations. If you are a hardworking team player eager to learn and grow in the F&B industry, we welcome you to apply and be part of our dynamic team! 	
Food Court	Key Responsibilities	Working Hours:
Stall/Kitchen Assistant (Long- Term Contract)	 The Food Court Stall/Kitchen Assistant (Long Term Contract) is responsible for providing excellent customer service, ensuring efficient food preparation, maintaining cleanliness and sanitation in the kitchen and surrounding areas, and managing inventory and supplies. The role also involves collaborating effectively with team members to ensure smooth operations and high standards of food quality and hygiene. The assistant must adhere to all safety guidelines and support daily kitchen tasks to deliver exceptional customer experience. 	6 hours Location: Island-wide
	 Pre-requisites We are looking for a dedicated Food Court Stall/Kitchen Assistant to join our team! No prior experience is required, but basic F&B experience will be an advantage. Candidates should be willing to work rotating shifts, including weekends, and possess a positive attitude with a strong sense of responsibility. This role involves assisting in food preparation, maintaining cleanliness, and ensuring smooth daily operations. 	

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	If you are a hardworking team player eager to learn and grow in the F&B industry, we welcome you to apply and be part of our dynamic team!	
Front of House (FOH) Service Crew	 Key Responsibilities The Front of House (FOH) Service Crew is responsible for greeting and seating customers with a friendly attitude, providing excellent customer service throughout their dining experience, and assisting with grilling when needed. The role involves taking and delivering orders accurately, handling billing and payments, ensuring cleanliness and organization of the dining area, and maintaining high levels of customer satisfaction. The crew member must work efficiently and cooperatively with the team to ensure a smooth and pleasant experience for all customers. Pre-requisites We are seeking an enthusiastic Front of House (FOH) Service Crew to join our team! Experience in customer service or as a waiter/waitress in a restaurant setting is preferred. Knowledge of Korean cuisine and BBQ grilling techniques is an asset. The ideal candidate should possess a friendly, energetic, and positive attitude with a strong sense of responsibility. You must be able to multitask in a fast-paced environment, ensuring excellent service and customer satisfaction. If you enjoy working with people and are passionate about delivering top-notch service, we would love to have you on board! 	Working Hours: 44 hours per week Location: 181 Orchard Road, Singapore 238896
Store Manager	 Key Responsibilities Operations Management: Oversee daily store operations, ensuring efficiency and smooth workflow. Staff Supervision: Recruit, train, and manage a team of employees, fostering a positive work environment. Inventory Control: Monitor stock levels, place orders, and minimize shrinkage. Customer Service: Ensure excellent customer experience and handle complaints professionally. Sales and Profitability: Meet sales targets, analyze performance metrics, and implement strategies to drive revenue Compliance: Maintain store standards, adhere to company policies, and ensure safety regulations are met. Pre-requisites Skills: Strong leadership, communication, and problem-solving abilities. 	Working Hours: 44 hours per week Location: 181 Orchard Road, Singapore 238896

Job Positions	Key Responsibilities / Pre-requisites	Working
		Hours /
		Location
	 Experience: 2-5 years in retail or store management. Technical Knowledge: Proficiency in inventory management and POS systems. Customer Focus: Excellent interpersonal skills with a focus on customer satisfaction. Results-Oriented: Proven track record of meeting sales and operational targets. 	
Store Supervisor	 Key Responsibilities Team Leadership: Support and guide store staff to achieve daily goals. Operations Oversight: Assist in managing daily store activities and maintaining workflow efficiency. Customer Service: Ensure high-quality customer interactions and address complaints effectively. Inventory Monitoring: Help track stock levels, conduct audits, and manage replenishments. Sales Support: Assist in achieving sales targets and promoting store promotions. Compliance: Enforce company policies, safety protocols, and store standards. Pre-requisites Experience: 1-3 years in retail or supervisory roles. Skills: Strong communication, organizational, and leadership abilities. Education: Diploma or equivalent preferred. Customer Service: Proven ability to handle customer inquiries and resolve issues. Flexibility: Willingness to work shifts, weekends, and holidays. Team Player: Ability to motivate and coordinate with staff effectively. Technical Knowledge: Familiarity with POS systems and basic inventory management. 	Working Hours: 44 hours per week Location: 181 Orchard Road, Singapore 238896

#8 LS 2 Services

Since its establishment in 1993, LS 2 Services Pte Ltd has developed an extensive track record as a cleaning and Conservancy Company in Singapore's cleaning industry. Over the years, LS 2 has been actively involved in both government and private projects. We specialise in the provision of commercial cleaning, conservancy cleaning services, external facade cleaning and waste collection.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Accounts Payable Executive	 Key Responsibilities Handle invoice matching task; receive, review, and verify all invoices and ensure its accuracy and supported with relevant documents before posting to accounting system Ensure all documents are properly filed and scan to document management system Perform monthly vendors' reconciliation Liaise with vendor to resolve all discrepancies in relation to billing Prepare payment and submit to superior on time Any ad-hoc assignments Pre-requisites With a relevant accounting qualification Minimum 1 year of experience in similar capacity Proactive, good team player, mature and able to work independently Possess adequate skills in Microsoft applications such as Excel and Word Able to meet a tight deadline 	Working Hours: 8 hours Location: 1 Bukit Batok Crescent, Singapore 658064
Cleaner	 Key Responsibilities Perform cleaning on the premises as directed by your supervisor Maintain cleanliness of assigned areas Sweep and vacuum the floor or carpets in the assigned area Wash and maintain the cleanliness of the surroundings and toilets Wipe table-tops, shelves and partitions of assigned areas Empty waste bins Any other duties as assigned 	Working Hours: 8 hours Location: 1 Bukit Batok Crescent, Singapore 658064
Cleaner Team Leader	 Key Responsibilities Attend to clients' enquiries and requests Carry out induction procedures with all new staff Check cleaning equipment condition Check work done by cleaners Communicate and relate effectively at the workplace Demonstrate understanding of cleaning methods and processes Implement work plans 	Working Hours: 8 hours Location: 1 Bukit Batok Crescent, Singapore 658064

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	 Inform supervisor or manager when stock level of cleaning materials is low Inform team of clients' requests and follow up to ensure request is done Instruct and delegate tasks to team Oversee day-to-day cleaning operations Provide appropriate guidance and training for cleaning staff Resolve problems and make decisions at operational level Train new cleaners in work procedures and operation of equipment 	
IoT Technician	 Key Responsibilities Install, set up, and configure IoT devices and sensors in various cleaning equipment and facilities. Ensure proper connectivity and data transmission between IoT devices and central monitoring systems. Monitoring and Maintenance: Continuously monitor the performance of IoT devices, identifying and troubleshooting technical issues. Conduct routine maintenance and firmware updates to ensure optimal functionality. Achieve high IoT uptime percentage, minimising downtime for maintenance and repairs Minimise response time to ensure prompt resolution and quick return to normal operations. Data Analysis: Collect and analyze data generated by IoT devices to identify patterns, trends, and anomalies. Provide insights and recommendations based on data analysis to improve cleaning processes and efficiency. Integration: Collaborate with software developers and engineers to inegrate IoT data into cleaning management software Working on Ad hoc projects and other IoT related matters Pre-requisites Minimum 1-2 years of experience in IoT, electronics, network admin or related field Excellent communication skills Proficiency in IT systems and networking A customer service orientation and problem-solving mindset Preferably with a driving license Class 3A or Class 3 	Working Hours: 8 hours Location: 1 Bukit Batok Crescent, Singapore 658064

[Vay Dagagaihilisia	Marking House
Maintenance	Key Responsibilities	Working Hours: 8 hours
Technician	Servicing and repairing industrial cleaning equipment such bigh processes in least blower completing machine.	8 Hours
	as high-pressure jet, leaf blower, scrubbing machine,	Location
	vacuum cleaner, battery operated cart etc.	Location:
	Inspecting and assessing the functionality of equipment	1 Bukit Batok
	Troubleshooting machineries breakdowns	Crescent,
	Conducting routine maintenance and safety checks	Singapore
	Preparation and submission of maintenance reports	658064
	Liaise with external vendors for necessary equipment repair	
	Inspect and monitor quality standards of equipment / tools	
	Perform asset tagging to ensure accountability of	
	equipment	
	Prepare inspection finding reports and communicate with	
	internal staff / vendors on any faults, and follow up to	
	ensure rectification	
	Any ad-hoc assignments	
	Pre-requisites	
	Valid Singapore Class 3 Driving Licence	
	Minimum 2 years of experience in similar capacity and relevant translations in placetrical and machine.	
	relevant knowledge in electrical and mechanical	
	Good communication and organisational skills	
	Basic computer and report writing skills	
	Good time management and planning skills	
	Hands-On Physical work required	
	Driving company lorry (manual)	
	Key Responsibilities	Working Hours:
Supervisor	Supervise multiple team of cleaners in multiple cleaning	8 hours
		onouis
	projects	Location:
	Train cleaners and team leaders on service standards and	1 Bukit Batok
	provide help and guidance when necessary	
	Assist in planning work schedules and deployment of	Crescent,
	manpower	Singapore 658064
	Monitor and follow up on compliance with cleaning	030004
	procedures, workplace safety and tender specifications	
	Implement operation plans to improve work processes and	
	service quality	
	Monitor cleaning material stock level andre-order materials	
	when needed	
	Check cleaning equipment condition	
	Monitor cleaning material stock level and re-order	
	materials when needed	
	Solve operational problems and make decisions	
	Submit daily cleaning report	
	Facilitate effective communication and engagement at the	
	workplace	

#9 McDonald's Singapore

McDonald's Singapore opened its first restaurant in 1979. Today, we have over 150 McDonald's restaurants across the island with over 9000 employees.

At McDonald's, we know that our people are our most valuable resource. We invest in their growth and job satisfaction and provide learning and development opportunities for every single employee who walks through our doors. Our renowned training and coaching practices mean they develop skills and attitudes that last a lifetime. And as our people grow in their jobs, they also gain experience and opportunities for leadership and management.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Guest Experience Leader	 Key Responsibilities Serve as the Hospitality Expert/Lead in the restaurant Deliver exceptional in-store feel good experiences at all times Implement and execute Service Centric and Family Marketing initiatives and programmes Create feel-good moments and turn them to memories that last, exceeding guest's expectation Pre-requisites High energy and a strong passion for delighting customers Fun and cheerful personality with a great SMILE Communication Customer Handling 	Working Hours: 8 hours rotating shift Location: Island-wide
Restaurant Management Trainee	 Key Responsibilities Take charge of Quality, Service, and Cleanliness assurance within the restaurant operations Supervise store operations, cash control, and shift management Manage a high-performance team and develop their talents Drive recruitment, training, and marketing campaigns Pre-requisites High energy and a strong passion for delighting customers Fun and cheerful personality with a great SMILE Communication Customer Handling Decision Making 	Working Hours: 9 hours rotating shift Location: Island-wide
Service Crew (Full- Time/ Part-Time)	 Key Responsibilities Be part of a friendly service team Greet and serve customers in a fast and friendly manner Learn about food preparation and customer service Ensure that the restaurant is clean Pre-requisites	Working Hours: (Full-Time) 3pm to 11pm (Part-Time) 5pm to 10pm

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	 High energy and a strong passion for delighting customers Fun and cheerful personality with a great SMILE 	Location: Island-wide
Sunset Crew (Full- Time)	 Key Responsibilities Be part of a friendly service team Greet and serve customers in a fast and friendly manner Learn about food preparation and customer service Ensure that the restaurant is clean 	Working Hours: 8 hours, 6pm onwards Location: Island-wide
	 Pre-requisites High energy and a strong passion for delighting customers Fun and cheerful personality with a great SMILE 	

#10 Mr Coconut

Mr Coconut is a Singapore brand started in 2016 and is fast becoming the leading retailer for coconut food & beverage products with a total of 50 outlets as of now. With our strong corporate vision and philosophy, Mr Coconut is looking forward to an expansion of operations locally and regionally to make your daily experience more refreshing and healthy.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Contract Service Crew	 Key Responsibilities Ensure daily operation activities such as Cashiering, Product-Making, Cleaning duties etc. are carried out according to company guidelines Attend to customers promptly with greetings and smiles Handle Customer Service-related matters Keep the workplace clean and tidy Involve in daily opening and closing of outlets Pre-requisites Able to work weekends, public holidays on 5 days per week Independent, multi-tasking and able to work in a fast-paced working environment 	Working Hours: 30 hours per week Location: Various
Flexi-Part Time	 Key Responsibilities Cashiering, Product-Making, Cleaning duties Involve in daily opening and closing of outlets Pre-requisites Able to work weekends, public holidays on 5 days per week Independent, multi-tasking and able to work in a fast-paced working environment 	Working Hours: 20 hours per week Location: Various
Service Crew	 Key Responsibilities Ensure daily operation activities such as Cashiering, Product-Making, Cleaning duties etc. are carried out according to company guidelines Attend to customers promptly with greetings and smiles Handle Customer Service-related matters Keep the workplace clean and tidy Involve in daily opening and closing of outlets Pre-requisites Able to work weekends, public holidays on 5 days per week Independent, multi-tasking and able to work in a fast-paced working environment 	Working Hours: 44 hours per week Location: Various

#11 Raffles Hotel Singapore

Raffles Hotel Singapore is one of the few remaining great 19th century hotels in the world, perfectly preserved both inside and out, giving it an intoxicating blend of luxury, history and classic colonial design. Its distinctive architecture, legendary heritage and iconic service continue to enthrall visitors where suites, social spaces, award-winning restaurants and bars are presented for discerning travellers. No visit to Singapore is complete without a stay here, where the grand historic hotel exudes old-world grandeur infused with the unique charm of the city state.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Associate Revenue Analyst	 Key Responsibilities This position analyses and supports the hotel's results and performance in various revenue streams (Rooms, F&B, Spa and Boutique) and recommends strategies and expectations based on the observed data trends and market changes. Pre-requisites Knowledge of Opera, Central Reservation System and Global Distribution System are an asset Strong knowledge of Microsoft Excel is required Previous Front Office Management experience is an asset Food & Beverage and Spa knowledge / background is an asset 	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore 189673
Bellman	Key Responsibilities This role is responsible for the supervision and handling of all porterage tasks in a detailed and timely manner as well as creating experiential and memorable Raffles Hotel Singapore experiences for residents. Pre-requisites Minimum of 2 years of relevant experience in the hotel industry	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore 189673
Chef de Partie	 Key Responsibilities The Chef de Partie is responsible for the supervision of the assigned kitchen's operation to achieve and maintain the highest standards of food quality preparation and guest satisfaction. Main responsibilities include but not limited to quality and cost control as well as learning and development of colleagues. Pre-requisites Minimum of 3 years of relevant experience in the Food & Beverage industry (hotel and free-standing restaurant) in similar position, preferably in a reputable establishment or celebrity chef restaurant Proficient in written and conversational English 	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore 189673

Job Positions	Key Responsibilities / Pre-requisites	Working
JOD F OSITIONS	Rey Responsibilities / Fie-requisites	Hours /
		Location
	 Good interpersonal skills with ability to communicate with all levels of colleagues Service oriented with an eye for details 	
n lon	Key Responsibilities	Working Hours:
Food & Beverage Casual Labour (Part-Time)	The Food & Beverage Casual Part Time is responsible for delivering a friendly and efficient Food and Beverage service according to hotel Standard Operating Procedures in order to meet guest dining experience expectations	35 hours per week Location: 1 Beach Road,
	Pre-requisites	Singapore
	 Certificate or diploma in hospitality or related field or minimum of 6 months hands on experience in food service position, similar operations style Retail or guest interaction experience Food and/or beverage knowledge (personal interest/professional) 	189673
Food & Beverage	Key Responsibilities	Working Hours:
Service Associate	 The Food & Beverage Service Associate is responsible for delivering friendly and efficient Food and Beverage service according to hotel Standard Operating Procedures in order to meet guest dining experience expectations. Pre-requisites Certificate or diploma in hospitality or related field or minimum of 6 months hands on experience in food service position, similar operations style Retail or guest interaction experience Food and/or beverage knowledge (personal interest/professional) 	44 hours per week Location: 1 Beach Road, Singapore 189673
Food & Beverage Service Executive	 Key Responsibilities The Food & Beverage Service Executive supervises the team by proactive, interactive and reactive leadership, allowing each member of the team to feel confident and to completely satisfy our guests during their dining experience. He/she assists the management in supervising the overall operation and service standards of the restaurant to meet and exceed guest's dining experience expectations. 	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore 189673
	 Pre-requisites Certificate or diploma in hospitality or related field Minimum 2 years' experience in an international class restaurant At least 1-year relevant experience in a similar capacity an advantage Additional improvement programs in Food & Beverage an advantage 	

Job Positions	Key Responsibilities / Pre-requisites	Working Hours /
		Location
	Working knowledge of Microsoft Office	
Housekeeping Supervisor	 Key Responsibilities The position is responsible for ensuring the ongoing impeccable cleanliness and organisation of public spaces and facilities in accordance with established standards of the hotel. He/she needs to maintain the impeccable cleanliness in his/her area of responsibility as per hotel standards related to the nightly deep cleaning by outside companies as per contractual agreement in public spaces and back-of-house 	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore 189673
	 Pre-requisites Certificate or diploma in hospitality or related field Minimum 2 years in housekeeping position, minimum 1 year as Supervisor Housekeeping/ Supervisory experience in luxury hotel / resort 	
Lobby Ambassador	Key Responsibilities	Working Hours:
(Front Office)	Delivers the Raffles Hotel Singapore guest experience through a seamless flow of processes and in close cooperation with the Raffles Butler	44 hours per week
	 Provides first-class arrival experiences for all residents including a seamless and personalised check-in experience. Closely assists the F&B team in welcoming and accommodating/ seating restaurant patrons Ensures the smooth running of the Lobby operation by performing all tasks in adherence with the code of ethics as issued by Raffles Hotel Singapore 	Location: 1 Beach Road, Singapore 189673
	 Pre-requisites Diploma and Degree from preferably hospitality or related field Minimum 1 to 3 years relevant experience Focuses on service with an eye for detail and an approachable attitude Works well under pressure, analyzes and resolves problems, and exercises good judgment 	
Lobby Manager	Key Responsibilities	Working Hours:
(Duty Manager)	 The position is responsible for conducting all teams partaking in a guest's arrival and departure. The Lobby Manager also acts as the center of all 	44 hours per week
	communication and action during any irregular incident during resident stays or guest visits.	Location: 1 Beach Road, Singapore
	Pre-requisites	189673

Job Positions	Key Responsibilities / Pre-requisites	Working Hours /
		Location
	 Diploma or Degree from preferably hospitality or related field Minimum 5 years relevant experience with at least 2 years at a management level 	
	 Excellent communication skills in English and ability to communicate in a second language Directs, trains and motivates individuals and creates and 	
	 maintains a cohesive team Focuses on service with an eye for detail and an approachable attitude 	
Mixologist	 Key Responsibilities The Mixologist is the backbone of the bar operation. They will lead the outlet's personality and soul. The Mixologist is to assist the Head Bartender where needed in all aspects of the operation. The Mixologist will supervise team members through proactive, interactive and reactive leadership, allowing each member of the team to feel confident and satisfy our guests during their experience. 	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore 189673
	 Pre-requisites At least 1 year of experience in craft cocktail programs At least 2 years of supervisory experience with similar standing or profile In-depth knowledge of classic/international cocktails, spirits and hospitality Proficient in Microsoft Office and basic POS management Previous relevant bar experience with a similar standing or profile in a supervisory role Passionate in beverage and cocktail making Strong knowledge of different beverages and techniques. Possesses good computer skills (incl. Microsoft Excel in a business environment) and shows the ability to learn new programs and systems quickly Dynamic, extrovert, sociable, and avid representing the bar and the Raffles brand Team player with outstanding interpersonal skills with ability to communicate with all levels of stakeholders Service oriented with an eye for detail, passion and innovation for Food & Beverage Good presentation and influencing skills Flexible and able to embrace and respond to change effectively Ability to work independently and has good initiative in dynamic environment 	
Raffles Service Agent (Reservations)	Key Responsibilities	Working Hours: 44 hours per week

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	 The Raffles Service Agent delivers friendly and professional service that meets guests' reservation experience expectations prior to their arrival. Pre-requisites Minimum tertiary education or equivalent. Knowledge of and experience of relevant software 	Location: 1 Beach Road, Singapore 189673
	 applications – spreadsheets, word processing and database management. Minimum 1 year of relevant experience in the hotel industry 	
Resident Bartender	 Key Responsibilities The Resident Bartender prepares mixes and serves drinks and beverages correctly to all guests. He/she engages with our guests during their visit, receives and serves orders and delivers accordance to Raffles Hotel Singapore service standards. Pre-requisites At least 1 year of relevant bar experience with similar standing or profile Knowledge of classic/international cocktails, spirits and hospitality Proficient in Microsoft Office and basic POS management. Previous relevant bar experience with similar standing or profile as bartender Passionate in beverage and cocktail making and knowledge of alcoholic beverages and mixing of drinks Ability to work with a team of diversified background and support the team accordance to Raffles Hotel Singapore policy and plan Certified with valid National Environment Agency (Singapore) Basic Food Hygiene Handler Highly organised with strong analytical and communication skills Resourceful team player that builds, strengthens, and maintains collaborative relationships with others inside and outside the hotel 	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore 189673
Restaurant Manager, Butcher's Block	 Key Responsibilities The Restaurant Manager of Butcher's Block is responsible to support the Restaurant General Manager for supervising the overall operations and service standards of the outlet to meet and exceed guest's dining experience expectations. As Restaurant Manager, you will be responsible for stepping up in the absence of the Restaurant General Manager to fulfil the role as the "face" and ambassador of the restaurant, leading the venue's personality and soul. You will be expected to take ownership of the operations and to ensure that the business is optimised in line with the 	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore 189673

Job Positions	Key Responsibilities / Pre-requisites	Working
		Hours / Location
	vision and financial projection set out by the management.	Location
	 We are looking for the right candidate to realise the aspirations to make Butcher's Block one of Singapore's most recognised and loved sustainable restaurant concept. Main responsibilities include, but are not limited to, creating a Food & Beverage destination within Raffles Hotel Singapore, maximising revenues, achieving financial and quality targets, marketing, confirming required staffing levels, conducting training and development of team members. 	
	Pro requisites	
	 Pre-requisites Minimum of 5 years of experience in the hotel or free-standing restaurant and bar environment, minimum 2 years in similar position 	
	Prior work experience in Asia, Singapore or Southeast Asia preferred	
	 Accustomed to and comfortable with media exposure Strong working knowledge of Microsoft Office 	
	Involvement in reservations and understanding of Revenue Management processes	
	Thrives in large scale operation and high-volume operation	
	Detailed knowledge of culinary trends	
	Strong understanding of sustainabilityFamiliar with LQA and Forbes standards	
	Tamiliai Will EQA and Forbes standards	
Retail Associate	 Key Responsibilities The position is responsible in Purchase Order creation, reports, liaising with external suppliers and internal departments to ensure seamless process of stock to store after order is placed. To assist on the retail shop floor as part of the job scope. 	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore
	Pre-requisites	189673
	 Proficient in Microsoft Excel and Office Sense of urgency flexibility ability to multitask Willingness to learn 	
	 Good communication and interpersonal skills Interpersonal skills well developed with guests, employees, and management 	
	Ability to work independently, effectively, reliable and self-directed	
	Good presentation and influencing skillsHas good initiative under dynamic environment	
	Self-motivated and energetic, confidently able to give suggestions and resolve problems	
	 Communication skills in English spoken/written Supporting operations is a must 	

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Retail Operations Executive	 Key Responsibilities The position is responsible for ensuring high level of guest satisfaction and ensuring good customer feedback and response to customers' queries in a timely manner. Reaching out and liaison with tour agencies and the increase the sales tickets and meeting the monthly sales target. 	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore
	 Pre-requisites Minimum of 2 years of relevant experience in the retail industry Interpersonal skills well developed with guests, employees, and management Ability to work independently, effectively, reliable and self-directed Good presentation and influencing skills Multicultural awareness and able to work with people from diverse cultures 	189673
Security Officer	 Key Responsibilities The Security Officer delivers the safety and security measures that meet the requirements of the Hotel Management. Pre-requisites Must be a registered Security Officer with Police Licensing & Regulatory Department (PLRD) and holds a valid Security License issued by PLRD Secondary education with WSQ Certification in Security Operations Certified in First Aid, CPR and AED. Certified CERT member as per Singapore Civic Defence Force (SCDF) guidelines under High Risks Installation (HRI) Tier 1 Minimum of 2 years of relevant experience in the hotel industry Outgoing personality and able to remain calm under duress Willing to acquire new knowledge and experience Good interpersonal skills with ability to communicate with all levels of employees Service oriented with an eye for details and inquisitive mind Ability to work effectively and contribute in a team 	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore 189673
Senior / Housekeeping Attendant (Rooms)	Key Responsibilities The Housekeeping Attendant (Rooms) is responsible for the immaculate upkeep and cleanliness of all the suites and work areas in their assigned sections. Pre-requisites	Working Hours: 44 hours per week Location: 1 Beach Road,

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Job Positions	Key Responsibilities / Pre-requisites	Working
		Hours /
		Location
	 Good interpersonal skills with multi-cultural awareness and able to work alongside a team of colleagues from different cultures Service oriented with an eye for details Ability to work efficiently and independently under pressure in a dynamic environment Flexible and able to embrace and respond to change effectively 	Singapore 189673
	Self-motivated and energetic	
Senior Spa Therapist	 Key Responsibilities The Senior Spa Therapist is responsible for assisting the Spa Supervisor in overseeing the overall spa operations and services provided to the guest according to the service rules, policy, procedure, and etiquette, in line with our vision to uphold Raffles Spa as a true global luxury treatment and wellness provider. 	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore 189673
	Pre-requisites	
	 Attained international certification such as CIBTAC, CIDESCO, ITEC, WSQ Diploma Excellent guest service delivery Knowledge of Anatomy & Physiology Three to five years previous experience in a luxury spa environment Ability to pleasantly communicate with proper grammar in English Ability to provide legible communication Knowledgeable of spa treatments and products 	
	Knowledgeable of spa treatments and products	
Spa Attendant	 Key Responsibilities Taking guidance and instruction from the Senior Spa Attendant, the Spa Attendant is responsible for the hygiene, cleanliness and sanitisation of the spa and gym. They are required to orientate guests with the spa facilities, greeting guests as they enter the facilities and providing personal guest service. The Spa Attendant is also responsible for keeping the lounges, lockers and other guest areas neat, clean and well stocked with all amenities. 	Working Hours: 44 hours per week Location: 1 Beach Road, Singapore 189673
	Pre-requisites	
	 Ability to provide legible communication Minimum one year's experience in customer service, hospitality or the spa industry Good interpersonal and communication skills 	

#12 Royal Plaza on Scotts

Royal Plaza on Scotts is an iconic hotel located in the Orchard area, a bustling district in Singapore. We continuously strive to create a workplace that promotes fun, happiness, trust, pride and camaraderie that will spur our talents to be their best. Come experience our culture and journey with us towards a great & progressive workplace!

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Assistant Housekeeper	 Key Responsibilities Support in daily operations, ensuring cleanliness and guest satisfaction Oversee room attendants, inspect rooms, maintain inventory, and uphold hygiene standards Assist in staff training and scheduling Coordinate with other departments for seamless service Handle guest requests and ensure compliance with hotel policies and safety regulations Other ad hoc duties will be assigned to you Pre-requisites Supervise housekeeping staff to ensure high cleanliness standards in rooms and public areas Train and motivate the team while maintaining inventory control Able to work a 5-day week, including weekends and public holidays, on rotating shifts Requires standing for long hours and strong communication skills to interact with guests and colleagues 	Working Hours: 9.5 hours Rotating shifts • 7am to 4.30pm • 1.30pm to 11pm • 10pm to 7.30am Location: 25 Scotts Road Singapore 228220
Cook	 Key Responsibilities Prepare and cook a variety of dishes according to menu specifications Maintain high standards of food quality, presentation, and hygiene Assist in menu planning and inventory management Ensure compliance with food safety and sanitation regulations Collaborate with the kitchen team for smooth operations Manage time effectively during peak service hours Pre-requisites Prepare and cook dishes according to recipes and quality standards Maintain kitchen hygiene, stock levels, and assist in food preparation Able to work a 5-day week, including weekends and public holidays, on rotating shifts 	Working Hours: 9.5 hours Rotating shifts • 7am to 4.30pm • 1.30pm to 11pm • 10pm to 7.30am Location: 25 Scotts Road Singapore 228220

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	Requires standing for long hours and good communication skills to coordinate with kitchen staff and serve guests efficiently	/ Location
Guest Services Officer	 Key Responsibilities Work across reception, concierge, and executive lounge Welcome guests warmly and assist with arrival/departure efficiently and accurately Handle guest feedback with empowerment and accountability Exposure to F&B operations (e.g., knowledge of food, wine, clearing plates) Manage Executive Lounge breakfast, high tea, and evening cocktail (including alcohol service) Collaborate with other departments to deliver memorable guest experiences Gain versatility through learning opportunities in the rooms division 	Working Hours: 9.5 hours Rotating shifts • 7am to 4.30pm • 1.30pm to 11pm • 10pm to 7.30am Location: 25 Scotts Road Singapore 228220
	 Pre-requisites Provide excellent customer service by assisting guests with check-ins, check-outs, and inquiries Maintain a friendly and professional demeanor Must be able to work a 5-day week, including weekends and public holidays, on rotating shifts Requires standing for long hours and strong communication skills to interact with guests effectively Handle F&B aspects in the executive lounge 	
Housekeeping Attendant	 Key Responsibilities Provide clean, safe and sanitary guest rooms/ corridors/ service and work areas in line with established standards Maintain furniture, fixtures, equipment and work tools in excellent condition Practice cost saving measures for supplies and equipment issued Adhering to safety guidelines for chemical and equipment usage Practicing standard established policies of preventive maintenance Expected to complete cleaning a minimum of 19 guest rooms (occupied/check-out) per shift after completion of necessary training Assist in answering housekeeping phone when necessary Provide and attend to all guest requests 	Working Hours: 9.5 hours Rotating shifts • 7am to 4.30pm • 1.30pm to 11pm • 10pm to 7.30am Location: 25 Scotts Road Singapore 228220
	 Pre-requisites Ensure guest rooms and public areas are clean and well-maintained Replenish amenities and report maintenance issues 	

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	 Able to work a 5-day week, including weekends and public holidays, on rotating shifts Requires physical stamina for prolonged standing and lifting Must communicate effectively with guests and team members to ensure a comfortable stay 	
Security Officer	 Key Responsibilities Carrying out the tasks and duties listed for designated posts at the Fire Command Centre and Hotel Driveway in a professional manner Ensuring that there are no suspicious characters, irregularities, fires, unsafe conditions and/or missing or inoperative safety equipment during patrols Assisting in decoding guest room Elsafe and reading Ving Card door system Conducting proper checks and ensuring records are in place for all movements entering/ exiting the hotel premises Reporting any irregularities and assisting in investigations, if any Assuming duties during fire evacuations and/or emergencies Assisting guests and colleagues in a professional manner in relation to our protection and prevention objectives Pre-requisites Ensure the safety of guests, employees, and hotel property Conduct regular patrols, monitor surveillance, and respond to incidents Assist the traffic at driveway and assist guest at concierge Able to work a 5-day week, including weekends and public holidays, on rotating shifts Requires standing for long hours and excellent communication skills to handle guest interactions and security concerns professionally 	Working Hours: 9.5 hours Rotating shifts • 7am to 4.30pm • 1.30pm to 11pm • 10pm to 7.30am Location: 25 Scotts Road Singapore 228220
Technician/ Senior Technician	 Key Responsibilities Execute the daily routine, periodic and preventive maintenance works for the hotel's building, facilities and equipment with high level of workmanship aligned to the hotel's SOP Other responsibilities include (but not limited to) attending to all maintenance requests in a timely and professional manner, ensuring efficient energy consumption and continuously providing a safe and comfortable environment and facilities for our internal and external guests Pre-requisites	Working Hours: 9.5 hours Rotating shifts • 7am to 4.30pm • 1.30pm to 11pm • 10pm to 7.30am Location: 25 Scotts Road Singapore 228220

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	 Perform preventive maintenance, troubleshoot equipment, painting, and respond to repair requests Ensure all hotel facilities are in optimal working conditions Able to work a 5-day week, including weekends and public holidays, on rotating shifts Requires standing for long hours and effective communication skills to interact with guests and team members 	
Waiter / Captain	 Key Responsibilities Upkeep a conducive dining experience for our guests through proper table setup in accordance with SOP and consistent maintenance of cleanliness in the restaurant Ensure our guests are kept hydrated and refreshed during their dining with prompt water replenishment and replacement of soiled cutlery Extend wholehearted friendliness with personalized touches to F&B patrons and ensure their comfort and satisfaction at all times Work closely with the team or other necessary departments to deliver WOW moments, especially if our guests are here to celebrate a special occasion Pre-requisites Deliver exceptional dining service, take orders, serve food and beverages, and ensure guest satisfaction Rotated to pool café, banquet and buffet restaurant Maintain cleanliness and efficiency in the restaurant Able to work a 5-day week, including weekends and public holidays, on rotating shifts Requires standing for long hours and strong communication skills to engage with guests professionally 	Working Hours: 9.5 hours Rotating shifts • 7am to 4.30pm • 1.30pm to 11pm • 10pm to 7.30am Location: 25 Scotts Road Singapore 228220

#13 SBM Management Services

SBM is an American Multinational Corporation with over 40 years' expertise as a leading global soft services provider. We have earned the trust of a dynamic Fortune 500 client base. With over 12,000 employees, we are delighted to receive accolades within regular IFM group, client and industry recognition for our transformative service approach and commitment to innovation. We are on a constant lookout for talents to groom and grow together with our expanding footprint in janitorial, cleaning services and other related workplace soft services.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
General Cleaner	 Key Responsibilities Perform janitorial duties Perform all duties listed on the daily schedule. Operate motorized cleaning equipment. Maintain daily upkeep of assigned areas. Report incidents and hazardous conditions to supervisor. Comply with safety rules, policies and procedures. Stop atrisk behaviour of others and self. Perform work assignments in a team with other employees Maintain clean work area Follow all protocols, company procedures, policies and rules Take direction and respond to supervision Use proper personal protective equipment Talk with lead, supervisor, co-workers, managers and customers in a professional manner 	Working Hours: 7am - 4pm / 7am - 11am (Saturdays) Location: • 1 Finlayson Green, Singapore 049246 • 12 Marina Boulevard, Singapore, 18982
	Pre-requisites • Fit to work	
GMP Cleaner	 Key Responsibilities Perform work assignments in a team with other employees Maintain clean work area Take direction and respond immediately to supervisor or when duty phone rings Communicated with lead, supervisor, co-workers, managers and customers in a professional manner Support shift lead and supervisor in completing punch-list items Use proper personal protective equipment Present a professional appearance and conduct Consistently follow all customer and SBM SOP's and procedures Maintenance issue reporting and shut-down cleaning Complete daily cleaning logs accurately and completely Complete all basic training modules and annual qualification trainings per customer Standard Operating Procedures Complete all safety certifications including chemical safety 	Working Hours: 7am - 4pm / 7am - 11am (Saturdays) Location: 8 Tuas Bay Lane Singapore 636986

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	 Air-Conditioned Environment Pre-requisites Must be physically fit Proficient in reading, writing and speaking English 	

#14 The Better Kompany

A dedicated group of people on a quest to build a food company for the future.

Job Positions	Key Responsibilities / Pre-requisites	Working
		Hours /
Area Manager (Eat 3 Bowls Kiosk)	 Key Responsibilities Manage multiple kiosk locations, ensuring smooth day-to-day operations and adherence to company standards Lead, train, and motivate team members, ensuring they uphold operational excellence, customer service, and food quality Track daily and weekly sales, analyse performance, and manage cost control measures such as labour, food, and supplies to maximise profitability Oversee inventory for all locations, ensuring stock levels are maintained, orders are placed, and wastage is minimised Handle customer inquiries, feedback, and concerns with a focus on improving overall customer experience and service quality Address operational challenges and conflicts within the team or with customers efficiently, maintaining a positive work environment Pre-requisites Strong leadership skills, extensive experience in restaurant operations, excellent communication abilities, and proven track record in managing multiple locations Experience in F&B Industry: Minimum 3 to 5 years of management experience in the food and beverage industry, preferaby in fast-casual or kiosk style settings Proven ability to lead, motivate, and develop a diverse 	Location Working Hours: 44 hours per week Location: 1002 Jalan Bukit Merah #02-12, Singapore 159456
	 Proven ability to lead, motivate, and develop a diverse team, with strong interpersonal and communication skills Comprehensive understanding of restaurant operations, from food preparation and customer service to inventory management and quality control Ability to analyse operational issues, identify solutions, and implement changes to improve performance Ability to handle multiple tasks across different locations, prioritise effectively, and meet deadlines in a fast-paced environment Food Hygiene Certification 	
F&B Crew (Eat 3 Bowls Kiosk)	 Key Responsibilities Prepare ingredients as per standard recipes Prepare ready-to-eat food items Clean food preparation areas, kitchen stations, equipment, tables, cutlery, and crockery Follow food safety regulations to ensure top-notch food quality and hygiene standards 	Working Hours: 44 hours per week Location: 1002 Jalan Bukit Merah #02-12,

Job Positions	Key Responsibilities / Pre-requisites	Working
		Hours / Location
	 Package food and drinks for takeaways and delivery Carry out any additional tasks assigned 	Singapore 159456
	Pre-requisites	
	Communication skills	
	Customer focused attitude	
	Ability to work in a fast-paced environment	
	Maintaining hygiene standardsFood Hygiene Certification	
F&B Crew (Super Sushi)	 Key Responsibilities Prepare diverse range of sushi dishes (training provided) 	Working Hours: 44 hours per
Susing	Manage cashier duties effectively	week
	Cook and Prepare food efficiently while adhering to	
	Standard Operating Procedures (SOP)	Location:
	Follow food safety regulations to ensure top-notch food	1002 Jalan Bukit
	quality and hygiene standards	Merah #02-12,
	Track Inventory levels and place orders as necessary	Singapore 159456
	Carry out any additional tasks assigned	133430
	Pre-requisites	
	Communication skills	
	Customer focused attitude Ability to a sould be a feet was and a solid beautiful at the sould be a feet with a solid beautiful at the solid beautiful a	
	Ability to work in a fast-paced environment Meintaining bygions standards	
	Maintaining hygiene standardsFood Hygiene Certification	
	Tood Hygiene Certification	
Store Supervisor	Key Responsibilities	Working Hours:
(Eat 3 Bowls	Oversee all daily activities within the outlet, ensuring	44 hours per
Kiosk)	smooth operations and positive customer experience.	week
	Supervise and train staff, ensuring they follow all procedures, deliver high-quality service, and maintain	Location:
	hygiene and food safety standards.	1002 Jalan Bukit
	Address customer concerns, feedback, and inquiries	Merah #02-12,
	promptly, ensuring customer satisfaction and repeat	Singapore
	business.	159456
	Monitor inventory levels, ensure products are stocked and	
	rotated appropriately, and assist in ordering supplies when	
	neededFoster a positive and collaborative work environment,	
	Foster a positive and collaborative work environment, ensuring clear communication between team members	
	Pre-requisites	
	2-3 years of experience in a fast-paced food service	
	environment, preferably in a fast food or kiosk-style setting	
	Strong leadership qualities with experience in supervising	
	staff, providing feedback, and maintaining team morale	

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Job Positions	Key Responsibilities / Pre-requisites	Working
		Hours /
		Location
	Excellent interpersonal and communication skills to	
	engage with customers and resolve complaints or concerns	
	effectively	
	Ability to manage multiple tasks efficiently, prioritizing	
	duties while maintaining a calm demeanor under pressure	
	Availability to work in shifts, including weekends, holidays,	
	and evenings	
	Food Hygiene Certification	
Store Supervisor	Key Responsibilities	Working Hours:
(Super Sushi)	Oversee daily activities at the sushi kiosk, ensuring smooth	44 hours per
	operations and customer satisfaction	week
	Manage and train staff, ensuring proper food preparation,	
	presentation, and customer service standards are met	Location:
	Monitor Ingredient levels, ensure proper storage, and place	1002 Jalan Bukit
	ordered to maintain stock levels while avoiding waste	Merah #02-12,
	 Identify and report any operational challenges, 	Singapore
	performance metrics, and recommend improvements to	159456
	enhance service efficiency	
	Ensure smooth communication and cooperation between	
	team members to deliver service and maintain positive	
	work morale	
	Pre-requisites	
	At least 2-3 years of experience in food service, with	
	specific experience in sushi being a strong advantage	
	Proven ability to manage and guide a team, ensuring high	
	standards of service, quality, and hygiene	
	Understanding of sushi preparation techniques, ingredient	
	handling, and presentation standards	
	Ability to ensure sushi is consistently prepared to high attendards and that presentation mosts sustamor	
	standards and that presentation meets customer	
	expectations Ability to bendle operational aballances quickly and	
	Ability to handle operational challenges quickly and affectively while maintaining calm under procesure.	
	effectively while maintaining calm under pressure	
	Food Hygiene Certification	

#15 WATAMI

The company was founded by Miki Watanabe in 1984. In 1992, the first ever "WATAMI" restaurant opened in Tokyo. To spread the Japanese food culture and hospitality to other parts of the world, WATAMI opened its first shop abroad in Hong Kong in 2001, followed by Taiwan in 2005, and last but not least, Singapore in 2009, and other regions throughout the years.

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

Job Positions	Key Responsibilities / Pre-requisites	Working Hours /
		Location
Dishwasher	 Key Responsibilities Ensuring the availability of clean dishes and cutlery by washing dishes, pots, pans and cutlery Preparing kitchen for next shift by restocking dishes and cutlery at respective cook stations Cleaning machines and appliances used in kitchen, such as pots, and pans etc. Taking out the trash Supporting other restaurant staff members by assisting with other tasks, as needed Pre-requisites Able to communicate with basic English/Mandarin 	Working Hours: 44 hours per week Multiple Locations: Downtown East (E!Hub) The Star Vista Bugis+ City Square Mall The Woodleigh Mall Junction 8 Ion Orchard
Kitchen Crew	 Key Responsibilities Preparing and cooking food orders for all customers according to Watami's service standard and procedures Preparation work of Kitchen opening and closing operation hours Maintain quality, service & cleanliness at all times according to Watami's standards Food production: make sure the end product and the cooking process conform to Watami's standard and procedures, and at the same time has good sense of preventing and recording of losses Pre-requisites Able to communicate with basic English/Mandarin 	Working Hours: 44 hours per week Multiple Locations: Downtown East (E!Hub) The Star Vista Bugis+ City Square Mall The Woodleigh Mall Junction 8 Ion Orchard
Management Trainee	 Key Responsibilities Provide service to all customers according to Watami's service standard and procedures Responsible for the preparation work of Hall opening and closing operation hours Maintain quality, service & cleanliness at all times according to Watami's standards Able to handle all stations at an independent level Other leader job scope 	Working Hours: 44 hours per week Multiple Locations: Downtown East (E!Hub) The Star Vista Bugis+

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	Pre-requisites • Able to communicate with basic English/Mandarin	 City Square Mall The Woodleigh Mall Junction 8 Ion Orchard
Service Crew	 Key Responsibilities Provide service to all customers according to Watami's service standard and procedures Responsible for the preparation work of Hall opening and closing operation hours Maintain quality, service & cleanliness at all times according to Watami's standards Pre-requisites Able to communicate with basic English/Mandarin 	Working Hours: 44 hours per week Multiple Locations: Downtown East (E!Hub) The Star Vista Bugis+ City Square Mall The Woodleigh
		Mall • Junction 8 • Ion Orchard

#16 Worldwide Hotels Management (V)

Worldwide Hotels manages 7 hotel brands; namely, ICON Hotel, Hotel Boss, V Hotel, Hotel Mi, Value Hotel, Venue Hotel, and Hotel 81 with over 41 properties at strategic locations in the city. Guests are offered cosy and affordable accommodation in Singapore with us. Modern, fun, and social – our hotels a designed for the next generation of travelers.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Assistant Executive Housekeeper	 Key Responsibilities Responsible for providing leadership and strategic direction for the housekeeping department, ensuring high standards of cleanliness and customer satisfaction are maintained S/he will oversee the planning, organizing and coordination of all housekeeping activities to maximize efficiency and effectiveness Pre-requisites Experience in Front Office operations 	Working Hours: 12 hours Location: 80 Marine Parade Road, Parkway Parade Singapore 449269
Duty Manager	 Key Responsibilities Direct, monitor and supervise the day-to-day activities of all sections within the Front Office and other services rendered by other operational departments of the Hotel, and ensure smooth operations and customer service satisfaction in line with the established standards and policies of the Hotel Pre-requisites Experience in Front Office operations 	Working Hours: 12 hours Location: 80 Marine Parade Road, Parkway Parade Singapore 449269
Front Office Executive	 Key Responsibilities Executes all duties related to the Hotel's front office operations Pre-requisites No experience required 	Working Hours: 12 hours Location: 80 Marine Parade Road, Parkway Parade Singapore 449269
Front Office Supervisor	 Key Responsibilities Assist the Duty Manager in the supervision and control of the Front Desk operations and carry out all guest service duties Pre-requisites Experience in Front Office operations 	Working Hours: 12 hours Location: 80 Marine Parade Road, Parkway Parade Singapore 449269
Guest Relation Executive	Key Responsibilities	Working Hours: 12 hours

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	 Perform role as Front Office Executive and assist guest check in, check out and handling guest enquiries Manage and resolve guest complaints and feedback Assist Guest Service Manager and department to comply with Front Office policies and procedures Anticipating guest needs and requests, and creating memorable experiences through 	Location: 80 Marine Parade Road, Parkway Parade Singapore 449269
	Pre-requisitesExperience in Front Office operations	
Guest Service Officer (Bellman)	 Key Responsibilities To welcome all guests and provide service duties to them, such as assisting with their luggages, transport, and all other guests' enquiries Pre-requisites No experience required 	Working Hours: 12 hours Location: 80 Marine Parade Road, Parkway Parade Singapore 449269
Hotel Attendant	 Key Responsibilities Assisting in housekeeping department for general cleaning role for hotel lobby and general areas Pre-requisites No experience required 	Working Hours: 12 hours Location: 80 Marine Parade Road, Parkway Parade Singapore 449269
Housekeeping Coordinator	 Key Responsibilities Manages Housekeeping day-to-day operations support Handle department's rooms assignment/control Ensure a proper control and record of the master key movement Ensure seamless and professional communication between & with all staff of all levels Pre-requisites No experience required 	Working Hours: 12 hours Location: 80 Marine Parade Road, Parkway Parade Singapore 449269
Housekeeping Supervisor	 Key Responsibilities Responsible for the cleanliness, orderliness and general appearance of the hotel while at the same time ensuring that all hotel guests receive a high level of housekeeping services Pre-requisites Experience in Housekeeping operations 	Working Hours: 10 hours Location: 80 Marine Parade Road, Parkway Parade Singapore 449269

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
Maintenance	Key Responsibilities	Working Hours:
Supervisor	Responsible for assisting the Maintenance Manager in the operation and maintenance of the building to ensure a high	9am to 6pm
	standard of upkeep and maintenance to the satisfaction of	Location:
	the building owner and guests / tenants	80 Marine
		Parade Road,
	Pre-requisites	Parkway Parade
	Experience in maintenance	Singapore 449269
Maintenance	Key Responsibilities	Working Hours:
Technician	Maintaining of the hotel's facilities to the highest standards	9am to 6pm
	and ensuring the safety and comfort of our guests and staff	
		Location:
	Pre-requisites	80 Marine
	Experience in maintenance	Parade Road,
		Parkway Parade
		Singapore
		449269
Room Attendant	Key Responsibilities	Working Hours:
	Responsible for routine duties in cleaning and servicing of	10 hours
	guest rooms while promoting a positive image of the	
	property to guests	Location:
		80 Marine
	Pre-requisites	Parade Road,
	No experience required	Parkway Parade Singapore 449269

#17 YMCA of Singapore

The Young Men's Christian Association (YMCA) movement was started in 1844 in London by Mr George Williams and a group of likeminded concerned Christians. It is one of the oldest and largest Movements for youth in the world and now operates in 119 countries, and reaching 58 million people. The YMCA works to bring social justice and peace to young people and their communities, regardless of religion, race, gender or culture.

Established in 1902, the YMCA of Singapore is a volunteer-based Christian organisation that seeks to serve and impact all members of the community, regardless of race, language or religion, through programmes, services and enterprises to develop the body, mind and spirit.

Job Positions	Key Responsibilities / Pre-requisites	Working Hours /
		Location
KCare Programme Staff	 Key Responsibilities Responsible for the setting up of specially designed environment including pre-activity set up. Ensure the programme materials are in superior quality and adequate supply. To manage kindergarten children and provide high levels of interaction to promote critical thinking and positive attitudes towards learning Implement the Kindergarten Care Centre's programme based on the Kindergarten Care Guide provided Supervise activities such as field trips and sharing sessions to stimulate children's interest and broaden the understanding of their physical and social environment Demonstrate and use audio-visual teaching aids to present subject matter to class Observe and monitor how and what children are learning and use the information to create new learning opportunities for children Observe and monitor how and what children are learning and use the information to develop children's developmental profile Provide support, warmth and emotional support for the children when needed Instruct children in practices of personal cleanliness and self-care. Exhibit a sense of calm, consistency, grace and courtesy toward the children. Ensure the safety and well-being of each individual child. Observe children to detect signs of ill health or emotional disturbance and to evaluate progress. Able to handle emergencies and solve problems Maintain an appropriate atmosphere of safety, learning, 	Hours /
	 and fun, in line with YMCA's philosophy Keep attendance reports Responsible for maintaining order in classroom and on 	

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
KCare Support	 Any other duties or projects to be assigned by the immediate superior Pre-requisites Diploma/ Certificate in Early Childhood Care Education related will be an advantage Excellent communication skills (both oral and written) Excellent interpersonal skills Good Organisational skills Patient and love teaching children Key Responsibilities A Understand the duties and responsibilities of the	Working Hours: 10am to 7pm
Staff	 Understand the duties and responsibilities of the Programme Staff Assist Programme Staff in the daily supervision of children's safety and carrying out of the KCare Centre's programme; especially for outdoor play and free play, as well as during the two transition periods (i.e. from 7am to 8am and 5pm to 7pm) Provide support, warmth and emotional support for the children when needed Ensure the safety and well-being of each individual child Observe children to detect signs of ill health or emotional disturbance and to evaluate progress Maintain an appropriate atmosphere of safety, learning, and fun, in line with YMCA's philosophy Help Programme Staff during field trips and ad-hoc activities Any other duties or projects to be assigned by the immediate superior 	Location: HQ: 1 Orchard Road, Singapore 238824
	Conversant in the English language	
SCC Teacher (Mentor)	 Key Responsibilities Responsible for the preparation of the classroom environment, including pre-activity set up. Ensure the classroom materials are of superior quality and adequate supply. Supervise activities such as field visits and group discussions to stimulate students' interest and broaden the understanding of their physical and social environment Prepare course objectives and outline for course of study following curriculum guidelines or requirements of government Demonstrate and use audio-visual teaching aids to present subject matter to class Keep attendance reports and grade records 	Working Hours: 10am to 7pm Location: Near MRT stations across Singapore
	 Keep attendance reports and grade records Assign daily lessons and schoolwork. Prepare, administer and correct tests and records results. 	

Job Positions	Key Responsibilities / Pre-requisites	Working Hours / Location
	 Responsible for maintaining order in classroom and on playground Foster social behaviour through games and group projects to assist children in forming satisfying relationships with other children and adults Encourage students in singing, dancing, rhythmic activities and in the use of art materials to promote self-expression and in appreciation of aesthetic experience Implement creative ideas, activities, and stimulating lessons to involve the children in the classroom Counsel students when adjustments and academic problems arise. Provide support, warmth, security, and stability for the children. Instruct children in practices of personal cleanliness and self-care. Exhibit a sense of calm, consistency, grace and courtesy toward the children in the classroom. Ensure the safety and well-being of each individual child. Observe children to detect signs of ill health or emotional disturbance and to evaluate progress. Maintain an appropriate atmosphere of safety, learning, and fun, in line with YMCA's philosophy Any other duties or projects to be assigned by the immediate superior 	
	 Pre-requisites Minimum N/ O Level, NITEC or its equivalent Student care / tutoring experience is advantageous Patient and passionate about teaching children Friendly and cheerful with good interpersonal skills and organization skills Candidates with higher education level and working experience will be considered for Senior Teacher position 	

e2i Services

Meet an e2i Career Coach

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

https://e2i.com.sg/app

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

e2i Career Centre (DNI)

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

Operating Hours

Mondays: 2:30pm to 5pm Tuesdays to Fridays: 9am to 5pm

Saturdays: 9am to 1pm Sundays & Public Holidays: Closed

Nearest MRT

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

e2i Career Centre (OMB)

One Marina Boulevard 1 Marina Boulevard #B1-03 Singapore 018989

Operating Hours

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

Sundays & Public Holidays: Closed

Nearest MRT

East-West Line (Green Line) North-South Line (Red Line) Station Name: Raffles Place Downtown Line (Blue Line) Station Name: Downtown

e2i Career Centre (OTH)

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

Operating Hours

Mondays: 2:30pm to 5pm Tuesdays to Fridays: 9am to 5pm

Saturdays: 9am to 1pm Sundays & Public Holidays: Closed

Nearest MRT

East-West Line (Green Line) Downtown Line (Blue Line) Station Name: Tampines

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