

## Job Listing Booklet

### **MARINE WEEK 2024**

### **Marine & Offshore Energy Jobs Discovery**

**Date:**

24 October 2024

Thursday

**Time:**

10.00am to 4.00pm

**Venue:**

Devan Nair Institute for Employment and Employability

Hall 3 & 4 (Level 1)

80 Jurong East Street 21

Singapore 609607

**About e2i (Employment and Employability Institute)**

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

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# 1. Asian Sealand Offshore and Marine

The ASOM management team have been providing innovative solutions to the offshore and marine industry for many years with priority focus on safety and quality services and having worked closely with its customers in the Asia-Pacific region. The company has been formed to capitalize on its reputation and management experience and build on what is already an impressive track record.

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Admin Assistant	<ul style="list-style-type: none"> <li>• Minimum Nitec certificate</li> <li>• Proficiency in Microsoft Office</li> <li>• Strong planning and organizational skills</li> <li>• Diligence and accuracy</li> </ul>	<ul style="list-style-type: none"> <li>• Perform a comprehensive and full spectrum of administrative support for mobilization and demobilization.</li> <li>• Consult with clients on documentation submission for offshore projects.</li> <li>• Assist in travel arrangements such as preparing itineraries, booking of flights, visa &amp; hotel reservations.</li> <li>• Assisting the compilation, and validation of travel expenses and claims submitted by travel agencies and sub-contractors.</li> <li>• Schedule, plan, and liaise logistical details for training and medical appointments.</li> <li>• Assist with calendar management, courier handling, scanning &amp; photocopying.</li> <li>• Prepare correspondence, Minutes of meetings, Memo, RFI, and transmittal and responsible for their distribution to department / Client &amp; filing.</li> <li>• Ordering of corporate gifts and booking of events places</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• Tradehub 21, 8, Boon Lay Way</li> </ul>
Driver	<ul style="list-style-type: none"> <li>• At least a Vocational certificate</li> <li>• Minimum Class 3 driving licenses</li> <li>• Familiar with Singapore roads and use of navigation apps</li> <li>• Positive work attitude and ability to work independently.</li> <li>• Able to read and converse in simple English.</li> <li>• Able to do simple administrative work (e.g., vehicle logbook)</li> <li>• Able to lift heavy objects</li> </ul>	<ul style="list-style-type: none"> <li>• Pick up workers from dormitories and drop them off at various job sites on the scheduled time daily (To and From).</li> <li>• Assist in transport arrangements for workers: such as sending workers for Swab tests, training, medical check-up, thumbprint, etc.</li> <li>• Delivery and collection of materials from suppliers as and when needed.</li> <li>• Delivery and collection of documents from HQ to sites, vice versa.</li> <li>• In charge of all inspections and daily checks on vehicles and maintaining the cleanliness.</li> <li>• Ensure the vehicle follows safety regulations (e.g., traffic Rules &amp; Regulations as stated in the Road Traffic Act).</li> </ul>	<ul style="list-style-type: none"> <li>• 6-day work week</li> <li>• 6.30am - 3.30pm / 6.30am - 10.30am</li> <li>• Tradehub 21, 8, Boon Lay Way</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
In-house IT Support	<ul style="list-style-type: none"> <li>• Good troubleshooting skills and knowledge of Windows Operating systems, Mac OS, and Office 365 applications</li> <li>• Good knowledge of IT Security Management</li> <li>• Effective communication skills and personality</li> <li>• Good team player and enthusiastic</li> <li>• Self-initiator in performing tasks.</li> <li>• Able to work independently with minimum supervision</li> </ul>	<ul style="list-style-type: none"> <li>• Provided daily IT helpdesk support &amp; troubleshooting problems with all IT-related equipment (e.g., laptop, phone, printer)</li> <li>• Doing laptop deployment (old / new / replacement / refurbish)</li> <li>• Administering Inventory control of all IT assets (hardware and software)</li> <li>• Install, upgrade, support, and troubleshoot printers, computer hardware, and any other authorized peripheral equipment &amp; Windows and Microsoft Office</li> <li>• Deal with hardware and application support queries and issues reported to the support desk and escalated to the Desktop Support Engineers</li> <li>• Maintaining and tracking security updates on all devices</li> <li>• Assist to guide onboarding IT-related matters.</li> <li>• Train and guide staff on hardware and software usage</li> <li>• Provide user data and application recovery.</li> <li>• Use diagnostic tools to troubleshoot problems associated with network connectivity, and workstation hardware / software.</li> <li>• Maintain and update website backend using WordPress.</li> <li>• Procurement of all IT-related things needed for the office.</li> <li>• Support in testing and deployment of new applications and systems.</li> <li>• Web / Email Server Support (Email Server Administrative Support, Add / Remove Email accounts, Set Email Forwarders, monitor and manage Email Quotas, tracking spams and Trojans and imposing email filters &amp; assisting users in all day-to-day email-related issues and incidents)</li> <li>• Submit proposal for IT budget and planning.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• Tradehub 21, 8, Boon Lay Way</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Offshore Project Engineer	<ul style="list-style-type: none"> <li>• Able to travel overseas, offshore on short notice and on a long-term basis.</li> <li>• Able to deal with projects' needs as and when required.</li> <li>• Strong level of planning, organization, people management, and communication skills in critical decision making and quick problem-solving.</li> <li>• Good knowledge of different scopes of work in aspects of the hull, mechanical, piping, and electrical for marine and offshore industries shall be advantageous.</li> <li>• Prominent level in marine and offshore standards or class requirements on various works.</li> <li>• Good computer skills in Microsoft Office and Project.</li> </ul>	<ul style="list-style-type: none"> <li>• Assist Project Manager to plan overall schedule and tracking and prioritize job card sequence and methodology according to contractual requirements and onboard vessel / site condition.</li> <li>• Lead, manage and supervise project team on the execution of works as well as ensuring the delivery of assigned projects within the planned schedule.</li> <li>• Direct and plan sufficient resources of manpower, material, and equipment for the project team for meeting the targets according to contractual requirements.</li> <li>• Attend daily vessel coordination meetings with clients and prepare daily reports on progress.</li> <li>• Attend or chair meetings with clients, ship crews, vendors, and classifications of society for work scope clarification, permits to work systems compliance, schedule updates, working methodology planning, and any other contractual matters as required.</li> <li>• Be responsible for the team's wellbeing during traveling and offshore.</li> <li>• To facilitate the safe execution of works particularly in hot and any other incompatible works according to onboard vessel / site conditions as and when required.</li> <li>• Administer and plan for risk management with regards to all works conducted in ensuring best safe work practices are in place.</li> <li>• Responsible for the overall safety and health standard of work together with the project manager throughout the execution of projects as assigned.</li> <li>• Perform as organization representative and be responsible as per contractual requirements throughout project execution duration.</li> <li>• Coordinate with the costing department and be alert in overall costing control to ensure maximum profit return to the organization.</li> <li>• Any other associated tasks and responsibilities assigned from time to time by the organization.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• Tradehub 21, 8, Boon Lay Way</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Storekeeper	<ul style="list-style-type: none"> <li>• Proficient in MS Office (Outlook, Excel)</li> <li>• Must be able to lift heavy objects.</li> <li>• Able to work independently and be responsible.</li> <li>• Preparation of Shipping Documents (e.g., CIPL)</li> <li>• Packing of cargo for shipment</li> <li>• Loading, and unloading of cargo for receiving of shipment and arrange outgoing shipment.</li> <li>• Record material receiving and issuance and ensure that the inventory control is up to date.</li> <li>• Arrange local delivery schedules.</li> <li>• Liaising with freight forwarders</li> <li>• Ensure proper housekeeping of production area and warehouse area.</li> <li>• Assist in stock take and other ad-hoc duties as assigned.</li> </ul>	<ul style="list-style-type: none"> <li>• Preparation of Shipping Documents (e.g., CIPL)</li> <li>• Packing of cargo for shipment</li> <li>• Loading, and unloading of cargo for receiving of shipment and arrange outgoing shipment.</li> <li>• Record material receiving and issuance and ensure that the inventory control is up to date.</li> <li>• Arrange local delivery schedules.</li> <li>• Liaising with freight forwarders</li> <li>• Ensure proper housekeeping of production area and warehouse area.</li> <li>• Assist in stock take and other ad-hoc duties as assigned</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 8.30am - 6pm</li> <li>• Tradehub 21, 8, Boon Lay Way</li> </ul>



## 2. Baker Technology

**Vision:** To strive towards sustainable growth through innovation, diversification, and organizational excellence, while staying committed to safeguarding stakeholders' interests and the Group's assets to deliver long-term value and growth to our shareholders. **Mission:** To be a leading provider of specialized and services to the marine offshore sector, offering advanced and innovative products and value-added business solutions for the diverse and specific needs of our global customers.

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Accounts Assistant (Payable)	<ul style="list-style-type: none"> <li>• Diploma in Accountancy.</li> <li>• Experience in Accounts Payable, preferably in finance or accounting roles.</li> <li>• Must have strong attention to detail, excellent organizational and communication skills, and the ability to manage multiple tasks.</li> <li>• Proficiency in accounting software and Microsoft Excel is required.</li> <li>• Ability to work independently and meet deadlines is essential.</li> </ul>	<ul style="list-style-type: none"> <li>• Manage and process vendor invoices, ensuring timely and accurate payments.</li> <li>• Reconcile accounts, maintain records, and resolve discrepancies.</li> <li>• Collaborate with vendors and internal teams to ensure compliance with company policies.</li> <li>• Assist in month-end closing activities and support financial reporting for accounts payable functions.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 5.30pm</li> <li>• Blk 10 Jalan Samulun</li> </ul>
Business Development Executive	<ul style="list-style-type: none"> <li>• Diploma in Engineering, Business, or Marketing.</li> <li>• Requires 3 years of retail / marketing experience, though candidates with no experience are welcome.</li> <li>• Must have excellent interpersonal, communication, and presentation skills, with strong analytical and problem-solving abilities.</li> <li>• Able to manage multiple projects, work independently, and travel for events and client meetings.</li> </ul>	<ul style="list-style-type: none"> <li>• Preparation of presentations and marketing material to clients</li> <li>• Identify risks to the company during pre-qualification, tendering and contracting stages.</li> <li>• Build sustainable relationships with all clients</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8am to 5.30pm (Mon-Thu)</li> <li>• 8am to 5pm (Fridays)</li> <li>• Blk 10 Jalan Samulun</li> </ul>
HSE Coordinator	<ul style="list-style-type: none"> <li>• At least 3 years of experience in HSE management in a marine shipyard or related industry.</li> <li>• Must have a WSQ Certificate in Workplace Safety and Health, knowledge of the WSH Act, OHSAS 18001, ISO 45001, and emergency response systems.</li> <li>• Shipyard Safety Assessor certification preferred.</li> <li>• Effective communication and teamwork skills required.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide safety assistance to management by implementing accident prevention activities, conducting training, advising on safety laws, and supporting committee activities.</li> <li>• Responsibilities include inspections, promoting protective equipment use, accident investigation, record keeping, safety promotion, and consulting with agencies.</li> <li>• Also advises on job placement post-injury, revises safety procedures, and audits safety manual.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8am to 5.30pm (Mon-Thu)</li> <li>• 8am to 5pm (Fridays)</li> <li>• Blk 10 Jalan Samulun</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Hull and Outfitting Engineer	<ul style="list-style-type: none"> <li>• 3 years of experience in the marine / offshore industry and a Diploma in naval architecture or engineering, or 6 years of experience without a diploma.</li> <li>• Must be familiar with marine regulations, with Intergraph software knowledge as a plus.</li> <li>• Effective communication, multitasking, and teamwork skills are essential.</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for the design of all tertiary steel structures</li> <li>• Coordinate contract specification requirements and production inputs into engineering drawing.</li> <li>• Provide progress reporting and schedule management of engineering deliverables.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8am to 5.30pm (Mon-Thu)</li> <li>• 8am to 5pm (Fridays)</li> <li>• Blk 10 Jalan Samulun</li> </ul>
Project Engineer	<ul style="list-style-type: none"> <li>• Diploma in Engineering, Naval Architecture, or related field, and 2 years of experience for diploma holders.</li> <li>• Must have excellent communication, be meticulous, resourceful, and able to multitask.</li> <li>• Should work independently or in teams and be willing to travel for overseas assignments.</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare costing during quotation stage, plan and manage project budget including selection and management sub-contracts.</li> <li>• Assist Project Manager in leading and managing the project and updating of project plan.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8am to 5.30pm (Mon-Thu)</li> <li>• 8am to 5pm (Fridays)</li> <li>• Blk 10 Jalan Samulun</li> </ul>
Service Technician	<ul style="list-style-type: none"> <li>• Technical / vocational education and minimum 2 years of marine / offshore industry experience, or minimum 3 years without formal education.</li> <li>• Must have experience with mechanical equipment, effective communication, multitasking skills, and the ability to work both independently and as part of a team.</li> <li>• Meticulous and resourceful.</li> </ul>	<ul style="list-style-type: none"> <li>• Carry out inspections, repairs and servicing.</li> <li>• Provide after sales customer service including customer contact, repair evaluations, safety, replacement parts and documentation.</li> <li>• Travel locally and overseas to clients requested sites at short notice.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8am to 5.30pm (Mon-Thu)</li> <li>• 8am to 5pm (Fridays)</li> <li>• Blk 6 Pioneer Sector</li> </ul>

### 3. BH Global Corporation

From humble beginnings, BH Global Corporation Ltd has grown and evolved itself to provide a comprehensive suite of solutions in varying fields like Marine and Offshore, Green LED, Integrated Technology, Cyber Security and Infrared and Thermal Sensing Technology. Our different specialties in the various sectors creates a synergy that provides us with unique expertise and more growth opportunities from our investments. These acquisitions have strategically provided us a distinctive platform to integrate and deliver added value for our clients in the region and across the globe. BH Global is focused on continual transformation and improvement through sustainable Digitalization, Electrification and Environmental initiatives. These initiatives will help us to value add towards our products and services by providing better solutions to our clients.

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Compliance Executive	<ul style="list-style-type: none"> <li>• Bachelor's degree in law, finance, business management, or a related field.</li> <li>• Good knowledge of legal requirements and procedures.</li> <li>• Possess at least 3 - 5 years of relevant experience.</li> <li>• A team player with excellent interpersonal and communication skills, attention to details, organized, meticulous and independent.</li> <li>• Advantageous for candidate who has relevant experience and or knowledge in ISO.</li> </ul>	<ul style="list-style-type: none"> <li>• Assist to conduct regular internal audits for ISO [9001:2015 / 14001:2015 / 45001: 2018 / 23001:2019] certifications.</li> <li>• Provide regular updates for all ISO documents.</li> <li>• Develop and review company policies.</li> <li>• Co-ordinate and conduct meetings, briefings, or trainings to staffs as and when needed for compliance related matters.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• 8 Penjuru Lane</li> </ul>
Electrical Engineer	<ul style="list-style-type: none"> <li>• Diploma or bachelor's degree in electrical engineering.</li> <li>• Firsthand experience with vessel mechanical and engine systems.</li> <li>• Experience with engineering design software.</li> <li>• Familiarity with maritime HM&amp;E systems and naval construction processes.</li> <li>• Excellent analytical thinking and problem-solving abilities.</li> </ul>	<ul style="list-style-type: none"> <li>• Design control systems.</li> <li>• Preparation of drawings for customer approval.</li> <li>• Preparation of drawings / BCM for shop floor production.</li> <li>• Drafting work with use of CAD system (AUTOCAD / SOLIDWORKS).</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• 8 Penjuru Lane</li> </ul>
Executive Assistant	<ul style="list-style-type: none"> <li>• Minimum Diploma / Degree in any field.</li> <li>• Relevant experience in sales / marketing / administrative roles.</li> <li>• Good disposition, hardworking individuals with good interpersonal relationship.</li> <li>• Good verbal and communications skills as well as attention to detail.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide full range of secretarial support to BOD included office-management duties, travel arrangements, handling calendar events, organizing reports and documents, setting up meetings.</li> <li>• Assist in ISO standards preparation, filing and compliance as well as Grant / Trademarks application.</li> <li>• Participate in liaison with Government agencies / Associations.</li> <li>• Support sales and marketing projects.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• 8 Penjuru Lane</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
HR Assistant	<ul style="list-style-type: none"> <li>• High school diploma or equivalent</li> <li>• Bachelor's degree in HR or related field preferred.</li> <li>• Excellent communication and interpersonal skills.</li> <li>• Strong attention to detail and organizational skills.</li> </ul>	<ul style="list-style-type: none"> <li>• Lead the end-to-end recruitment process from sourcing, facilitating interviews, conduction reference checks when needed and making employment offers.</li> <li>• Manage strategic initiative such as graduate hire programs, internships, job fairs, etc.</li> <li>• Coordinate employee events and activities, including training sessions, team building events, and employee recognition programs.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• 8 Penjuru Lane</li> </ul>
PLC & Commissioning Engineer	<ul style="list-style-type: none"> <li>• At least an engineering degree in relevant discipline.</li> <li>• Strong software development skills particularly in equipment controls.</li> <li>• Strong analytical and troubleshooting skills.</li> <li>• Knowledge in power electronics, motor drives, marine propulsion systems is a plus.</li> </ul>	<ul style="list-style-type: none"> <li>• Develop green marine solutions that reduces marine carbon footprint, in line with company business objectives.</li> <li>• Hands on in setting up of test lab to enable development and testing.</li> <li>• Perform PLC software and algorithm development for electrical propulsion solutions.</li> <li>• Generate documentation of software architecture and logic flow, test procedures, quality control and any other necessary supporting documents.</li> <li>• Participate and support commissioning of vessels with similar configurations.</li> <li>• Troubleshoot and resolve any issues related to our delivered solutions that may arise during the vessel commissioning.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• 8 Penjuru Lane</li> </ul>
Product Designer (Mechanical)	<ul style="list-style-type: none"> <li>• Minimum Diploma in Mechanical Engineering, Industrial Design, or a related field.</li> <li>• Experience in mechanical product design.</li> <li>• Proficiency in CAD software (e.g., SolidWorks, AutoCAD).</li> <li>• Strong understanding of mechanical principles, materials, and manufacturing processes.</li> </ul>	<ul style="list-style-type: none"> <li>• Create detailed design concepts and prototypes using CAD software and SolidWorks modelling software.</li> <li>• Develop detailed mechanical designs, including drawings, models, and specifications.</li> <li>• Select appropriate materials and manufacturing processes for product designs.</li> <li>• Analyze test results and refine designs to address any issues or improve performance.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• 8 Penjuru Lane</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Project Engineer (Mechanical)	<ul style="list-style-type: none"> <li>• Bachelor's degree in marine engineering, Mechanical Engineering, Electrical Engineering, or a related field.</li> <li>• Proven experience as a Project Engineer, Marine Superintendent or similar role in the marine, shipbuilding, or relevant industry, with a strong track record of successfully delivering engineering projects.</li> <li>• Proficiency in using engineering software and tools, such as AutoCAD, SolidWorks, and project management software.</li> <li>• Strong project management skills, with the ability to plan, prioritize tasks, manage deadlines, and adapt to changing project requirements.</li> </ul>	<ul style="list-style-type: none"> <li>• Together with core technical teams, conduct feasibility studies, evaluate technical requirements, and develop project specifications and scopes of work for green marine system integration projects.</li> <li>• Coordinate and oversee engineering activities throughout the project lifecycle, ensuring adherence to project plans, standards, and regulatory requirements.</li> <li>• Conduct risk assessments and develop mitigation strategies to ensure the safety, efficiency, and reliability of green marine system projects.</li> <li>• Monitor project progress, budgets, expenses and implement corrective actions to ensure project milestones and deliverables are met.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• 8 Penjuru Lane</li> </ul>
Sales Executive / Engineer	<ul style="list-style-type: none"> <li>• Diploma or Certifications in Marine / Engineering or relevant fields.</li> <li>• Understanding of the marine or similar industry, including knowledge of related products, services, market trends, and customer needs.</li> <li>• Ability to work collaboratively with cross-functional teams and contribute to a positive and cooperative work environment.</li> <li>• Demonstrated professionalism, integrity, and a customer-focused approach in all interactions.</li> </ul>	<ul style="list-style-type: none"> <li>• Contribute to the team revenue in all aspects of the sales process, including lead generation, customer inquiries, order processing, and post-sales support.</li> <li>• Maintain strong relationships with existing and potential customers by providing prompt and accurate information, addressing queries and concerns, and ensuring customer satisfaction.</li> <li>• Conduct research on market trends, competitors, and customer needs to identify potential sales opportunities and develop effective sales strategies.</li> <li>• Assist in the planning, coordination, and execution of trade shows, industry events, and customer demonstrations to promote products and services.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• 8 Penjuru Lane</li> </ul>
Senior Electrical Design and Commissioning Engineer	<ul style="list-style-type: none"> <li>• Diploma or bachelor's degree in electrical engineering or related field.</li> <li>• Proven experience (5+ years) in electrical design and commissioning, preferably in marine propulsion and control systems.</li> <li>• Proficiency in electrical design software (e.g., AutoCAD Electrical, EPLAN) and simulation tools.</li> <li>• Excellent problem-solving skills and ability to troubleshoot complex electrical issues.</li> </ul>	<ul style="list-style-type: none"> <li>• Collaborate with cross-functional teams to define electrical system requirements, specifications, and design criteria for marine vessel propulsion and control systems.</li> <li>• Conduct thorough testing, troubleshooting, and validation of electrical systems to ensure proper functionality and adherence to design specifications.</li> <li>• Analyze and evaluate the performance of propulsion and control systems, identifying opportunities for optimization, efficiency improvement, and performance enhancement.</li> <li>• Ensure that all designed and commissioned electrical systems comply with relevant maritime</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• 8 Penjuru Lane</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		regulations, industry standards, and safety guidelines.	
Supply Chain Assistant	<ul style="list-style-type: none"> <li>• Minimum Diploma in Business Administration, Supply Chain Management, or a related field.</li> <li>• Strong understanding of procurement processes and practices, including sourcing, negotiation, and contract management.</li> <li>• Possess electrical knowledge, experience in dealing with freight forwarders and coming from marine &amp; offshore industry will be an added advantage.</li> <li>• Excellent communication and negotiation skills, with the ability to build and maintain effective relationships with suppliers and internal stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for full spectrum of purchasing process (sourcing, quotation enquiry, price negotiation, placement of orders and delivery arrangement).</li> <li>• Maintain accurate records of procurement activities, including contracts, purchase orders, and supplier performance.</li> <li>• Manage inventory levels to ensure adequate supply without excessive stockpiling and conduct stock take.</li> <li>• Identify and implement opportunities for cost savings and process improvement in the procurement function.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.30am - 6pm</li> <li>• 8 Penjuru Lane</li> </ul>

## 4. Dyna-Mac Engineering Services

Dyna-Mac is a global multi-disciplinary contractor who undertakes the detailed engineering, procurement, fabrication, construction of compressor skids and modules for Carbon Capture, Utilization and Storage (CCUS), onshore pre-commissioning and commissioning of offshore topside modules and facilities for FPSOs (Floating Production Storage and Offloading Vessels), FSOs (Floating Storage and Offloading Vessels), FLNGs (Floating Liquefied Natural Gas Vessels), FSRUs (Floating Storage and Regasification Units) and Fixed Platforms, onshore modules for land-based plants for the energy industry as well as offshore and onshore renewables and green energy sectors, with focus on LNG, green hydrogen and ammonia.

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Cleaner	<ul style="list-style-type: none"> <li>• Able to work independently with a sense of responsibility</li> </ul>	<ul style="list-style-type: none"> <li>• Washing of toilets</li> <li>• Empty rubbish bins</li> <li>• Vacuum and mop the floor.</li> <li>• Wipe chairs, glass panel, staircase, and doors.</li> <li>• Wash toilets and empty rubbish bin twice a day.</li> <li>• Ensure pantry, toilet, changing room and office vicinity is clean.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.00am - 5.30pm</li> <li>• 45 Gul Road</li> </ul>
Cleaning Supervisor	<ul style="list-style-type: none"> <li>• Secondary school education with a minimum of 3 years of relevant Supervisory experience in housekeeping.</li> <li>• Service - oriented with effective communication skills.</li> <li>• Hands-on experience with cleaning and maintenance tasks for large organizations.</li> <li>• Ability to use industrial cleaning equipment and products.</li> </ul>	<ul style="list-style-type: none"> <li>• Supervise a team of Housekeepers in carrying out cleaning works and maintaining cleanliness of the assigned areas.</li> <li>• Establish and educate staff on cleanliness, tidiness, and hygiene standards.</li> <li>• Maintain and ensure that all equipment clean, well labelled and in good working conditions.</li> <li>• Maintain and control use of stock, equipment &amp; consumables.</li> <li>• Oversee the planning and scheduling of the Housekeepers.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.00am - 5.30pm</li> <li>• 45 Gul Road</li> </ul>
HSE Lead	<ul style="list-style-type: none"> <li>• Degree / Diploma in Workplace Safety &amp; Health / Engineering or related discipline</li> <li>• Minimum 5 years of experience in marine shipyard operations</li> <li>• Good in writing business / technical reporting and presentation skills</li> <li>• Ensure compliance with all legal and regulatory requirements.</li> <li>• Good knowledge of Safety Regulations and Procedures</li> </ul>	<ul style="list-style-type: none"> <li>• The HSE Lead shall be stationed at work sites / workshops and shall be monitoring safety aspects and inspections daily to ensure rules and regulations are being always observed.</li> <li>• He shall perform his duties based on set standards of safety.</li> </ul> <p>He is responsible and accountable for enforcement of safety rules and regulations at site in consultation with HSE Manager / WSHO, <b>such as:</b></p> <ul style="list-style-type: none"> <li>• Ensure provision of the Act and Regulations are complied with.</li> <li>• Promote safe conduct of work in the yard.</li> <li>• Liaise with WSHO or Safety Coordinator on the matter with regards to safety, health and welfare of people working in the yard.</li> <li>• Conduct Safety Induction Program. Implement all safety rules and regulations.</li> <li>• Ensure that the employees, contractors' workers, and visitors use appropriate personal protective equipment.</li> <li>• Conduct inspection tours at worksite.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• Monday - Friday (8.00am - 5.00pm)</li> <li>• Saturday (8.00am - 12.00pm)</li> <li>• 45 Gul Road</li> </ul>



Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		<ul style="list-style-type: none"> <li>• Check and enforce that only employees and workers with proper pass are working at site.</li> <li>• He shall report any unsafe conditions, equipment, and housekeeping.</li> <li>• Implement DM self-regulated disciplinary procedures, demerit point system and DM's security system.</li> <li>• Apply permit to work system as required by the procedures and regulations. Liaise with subcontractors' safety supervisors with respect to safety of work undertaken by subcontractors.</li> <li>• Ensure that all records of safety equipment are in order and properly maintained.</li> <li>• Assist WSHO in the event of any incidents.</li> </ul>	
Lifting Supervisor	<ul style="list-style-type: none"> <li>• At least 3 years of experience as a lifting supervisor.</li> <li>• Experience and knowledge in heavy lifting.</li> <li>• Adaptable to fast paced work environment, able to work under pressure, able to finish assigned work on time.</li> <li>• Excellent written and good communicative skills, able to interact with people of all levels and teamwork.</li> <li>• Must Obtained Lifting Supervisors Safety Course and Work-At-Height Certificate.</li> </ul>	<ul style="list-style-type: none"> <li>• Lifting supervisors appointed for tower or mobile cranes at the worksites must complete the Lifting Supervisors Safety Course conducted by an accredited training provider.</li> <li>• To review and advice the lifting plan.</li> <li>• Observe, coordinate, and supervise all lifting activities in accordance with the Lifting Plan.</li> <li>• Briefing all lifting team members (i.e., crane operators, riggers, and signalmen) on the Lifting Plan, risk control measure and safe lifting procedure before the commencement of any lifting operation.</li> <li>• Ensuring that only registered crane operators, appointed riggers and appointed signal operators participate in any lifting operation involving the use of mobile and tower cranes.</li> <li>• Ensuring that the ground conditions are safe for any lifting operation to be performed by mobile cranes.</li> <li>• Be present during all lifting operations.</li> <li>• To take suitable measures when unsafe conditions are reported and rectify the conditions so that the lifting operation can be conducted safely.</li> <li>• Contribute and execution of risk assessment, job safety analysis, safety procedures / check list, safety records and documentation.</li> <li>• Daily safety audit on all lifting equipment, gears and devices included. Prior to lifting, check on capacity of lifting equipment, gears, devices, grounds, surrounding, overhead obstructions and weather conditions.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• Monday - Friday (8.00am - 5.00pm)</li> <li>• Saturday (8.00am - 12.00pm)</li> <li>• 45 Gul Road</li> </ul>



Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Maintenance Supervisor	<ul style="list-style-type: none"> <li>• Diploma in Electrical and Electronics Engineering.</li> <li>• Minimum 5 years of maintenance working experience in marine shipyard industry.</li> <li>• Hands on experience in welding machine and CNC plate cutting machine troubleshooting works.</li> <li>• Possess effective communication skills and be able to relate to various levels of people.</li> <li>• Have a good safety mindset and displays good WSH behavior.</li> <li>• Candidates with no experience and possess certificates relevant to Electrical / Electronic are welcome to apply.</li> <li>• Training will be provided.</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for yard machinery and equipment electrical maintenance works.</li> <li>• Ensure workshop and welding machines is in a good working condition.</li> <li>• Supervise and guide maintenance technicians.</li> <li>• Comply to safety standards.</li> <li>• Plan and execute preventive measures.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• Monday - Friday (8.00am - 5.00pm)</li> <li>• Saturday (8.00am - 12.00pm)</li> <li>• 45 Gul Road</li> </ul>
Painting Supervisor Cum Inspector	<ul style="list-style-type: none"> <li>• Diploma in Engineering.</li> <li>• Minimum 5 years of experience in marine / shipyard operations in the same field.</li> <li>• At least NACE Level II Coating Inspector certified.</li> <li>• Knowledge of blasting and painting operation.</li> </ul>	<ul style="list-style-type: none"> <li>• Comply with the specifications, control and monitoring the activities.</li> <li>• Responsible for quality control of all painting works, including standards and procedures etc.</li> <li>• Prepare documentation like painting procedures, ITP, galvanizing procedures, or any other procedures specified by clients.</li> <li>• Review painting specifications from paint manufacturer.</li> <li>• Take the ambient conditions in the chamber and modules with proper intervals and keep records.</li> <li>• Arrange qualification test for Blasters / Painters and certify them.</li> <li>• Check for calibration date of the measuring device, to arrange for recalibration if it expires.</li> <li>• Inspection notification to be sent to respective clients on time.</li> <li>• Pre-inspect modules at each stage and ensure quality meets the specification.</li> <li>• Prepare painting reports on time with approval from clients.</li> <li>• Coordinate with external party for technical details.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• Monday - Friday (8.00am - 5.00pm)</li> <li>• Saturday (8.00am - 12.00pm)</li> <li>• 45 Gul Road</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Piping CAD Engineer	<ul style="list-style-type: none"> <li>• Degree / Diploma in Engineering</li> <li>• Minimum 3 years of experience in Marine or Oil &amp; Gas industry in the same field</li> <li>• Knowledge and experience with HVAC systems</li> <li>• Able to read P&amp;ID drawings, update as built (e.g., redline)</li> <li>• Must have hands on knowledge on AutoCAD.</li> <li>• Good time management and able to work under pressure.</li> </ul>	<ul style="list-style-type: none"> <li>• Create shop drawings based on client given information, specifications , calculations and drawing to incorporating all details of shop drawings.</li> <li>• Make the drawings in keeping with company standards.</li> <li>• Provide MTO based on drawing details.</li> <li>• Read P&amp;ID drawings, update as-building (e.g., redline)</li> <li>• Maintain all drawing files, update drawings as needed, and make corrections to drawings as directed by the Section Head / Leads</li> <li>• Explain drawings to production or construction teams and provide adjustments, as necessary.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• Monday - Friday (8.00am - 5.00pm)</li> <li>• Saturday (8.00am - 12.00pm)</li> <li>• 45 Gul Road</li> </ul>
Piping Engineer	<ul style="list-style-type: none"> <li>• Degree / Diploma in Mechanical Engineering or equivalent</li> <li>• Minimum 7 years of experience in Marine Shipyard operations involving site piping fabrication and supervision works.</li> <li>• Highly motivated individuals with good organizational skills and leadership skills</li> <li>• Able to adapt new work environment and able to lead independently.</li> <li>• Active and positive minded</li> <li>• Proficient in MS Office applications (i.e., Microsoft Excel)</li> </ul>	<ul style="list-style-type: none"> <li>• Study the project requirement, specification, scope of work and scope supply and other requirements stated.</li> <li>• Attend periodical meetings with client to discuss on the engineering clarification and engineering <b>status</b>:</li> </ul> <p><b><u>Technical Query (TQR)</u></b></p> <ul style="list-style-type: none"> <li>• Piping Insulation Document &amp; Drawing Status (isometric drawings, P&amp;ID's, Piping GA's, etc.)</li> <li>• FIM &amp; DM supply piping material status</li> </ul> <p><b><u>Engineering Clarification / Proposal</u></b></p> <ul style="list-style-type: none"> <li>• Responsible for the master material take off (MTO), procurement of insulation materials and to expedite delivery for materials.</li> <li>• Take charge of master status of Engineering, Procurement, and construction status</li> <li>• Coordinate with fabricator and project team for the execution of insulation work.</li> <li>• Prepare necessary documents for additional claim / instruction to sub-contractor (JCS / JCR / Site Instruction / Timesheet "A" and "AA").</li> <li>• Resolve engineering matters as advised or instructed by the department head and engineer manager.</li> <li>• Establish sequence of priority for piping completion with other relevant departments</li> <li>• Ensure work and materials are in accordance with sequence and stated quality standards and requirements.</li> <li>• Supervise fabrication and installation of piping items are in accordance with drawings and clients' specifications.</li> <li>• Organize and control shop fabrication activities.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• Monday - Friday (8.00am - 5.00pm)</li> <li>• Saturday (8.00am - 12.00pm)</li> <li>• 45 Gul Road</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Piping Supervisor	<ul style="list-style-type: none"> <li>• Degree / Higher Diploma in Mechanical Engineering or equivalent</li> <li>• Minimum 3 years of experience in Marine Shipyard or Oil &amp; Gas industry</li> <li>• Good in Microsoft Office Excel</li> <li>• Able to work in an environment with tight schedules and priorities.</li> </ul>	<ul style="list-style-type: none"> <li>• Supervise fabrication and installation of piping items as per drawings and clients' specifications.</li> <li>• Follow planned progress schedule without compromising quality and safety.</li> <li>• Coordinates with QC, Painting Supervisors and clients' representative for hydro-testing and completion</li> <li>• Responsible for safety in workplace &amp; workers / contractors under you</li> <li>• Attend daily Toolbox meeting at site.</li> <li>• Carry out daily reporting and monitoring site progress to achieve planned schedule.</li> <li>• Ensure site housekeeping are well maintained and strictly follows proper work sequence and workflow.</li> <li>• Prepare necessary documents such as JCS, SI as and when required for all additional work requirements.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• Monday - Friday (8.00am - 5.00pm)</li> <li>• Saturday (8.00am - 12.00pm)</li> <li>• 45 Gul Road</li> </ul>
Project Engineer	<ul style="list-style-type: none"> <li>• Degree / Diploma in Marine and Offshore Technology or any Engineering disciplines.</li> <li>• At least 2 years of relevant working experience</li> <li>• Organized, positive mindset and possess 'Can-do' attitude.</li> <li>• Team Player, resourceful with sense of responsibility.</li> <li>• Candidates with no experience are welcome to apply.</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for project execution and related matters to ensure smooth operations and production activities.</li> <li>• Liaise with various disciplines and departments to ensure works are carried out efficiently.</li> <li>• Ensure that the project meets the required specifications and standards.</li> <li>• Ensure that resources arrived are in accordance with the orders and requests raised.</li> <li>• Ensure that the resource allocation for production and project team are on time and projects can be delivered on time.</li> <li>• Monitor and ensure that budgets are updated and within limits.</li> <li>• Support all HSE and quality efforts and ensure works comply to standards.</li> <li>• Upkeep of projects documentation on production activities</li> <li>• Prepare reports and update management on project status.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• Monday - Friday (8.00am - 5.00pm)</li> <li>• Saturday (8.00am - 12.00pm)</li> <li>• 45 Gul Road</li> </ul>
QA / QC Inspector	<ul style="list-style-type: none"> <li>• Diploma in Mechanical Engineering</li> <li>• Minimum 5 years of experience in Marine Shipyard as an inspector in structural / piping discipline</li> <li>• With valid AWS or CSWIP 3.1 certificate</li> <li>• Have basic knowledge in structural and piping materials.</li> <li>• Good analytical skills, self-motivated and good team player</li> <li>• Service oriented, able to work with cross - functional teams to achieve objective.</li> </ul>	<ul style="list-style-type: none"> <li>• Perform surveillance inspection to ensure that the construction work is performed and duly meeting the project specific quality requirements</li> <li>• Verify in process inspection, final inspection, and welding.</li> <li>• Carry out welding control and inspection.</li> <li>• Prepare and maintain Welding Audit Report during construction.</li> <li>• Record result of inspections and maintain records of specific items as per contract or specifications.</li> <li>• Administer AFI request to client and third party and coordinate for inspection as identified in the respective discipline ITP.</li> <li>• Raise Non-Conformance reports as seen during inspection and follow-up on status of rework and close-out.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• Monday - Friday (8.00am - 5.00pm)</li> <li>• Saturday (8.00am - 12.00pm)</li> <li>• 45 Gul Road</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		<ul style="list-style-type: none"> <li>• Arrange for proper NDT requirements as per specifications.</li> <li>• Interpret RT films pertaining to welding joints.</li> <li>• Review all NDT reports and approval.</li> <li>• Establish and maintain inspection and NDT progress status on weekly basis.</li> <li>• Generate weekly weld rejection rate summary and weekly welder performance.</li> <li>• Witness all testing activities as required by approved Inspection and Test plan.</li> <li>• Monitor PWHT activities carried out as per approved procedure.</li> <li>• Attend to all potential quality issue to prevent occurrence of defects.</li> <li>• Prepare Test Packs for Piping Hydro static testing.</li> <li>• Prepare or compile final punch list prior to delivery of the fabricated and assembled components.</li> <li>• Follow-up other discipline HOD's to get relevant documents as per MDR Index for compiling.</li> <li>• Compile of records for MDR (Final Dossiers)</li> <li>• Coordinate with client for review and approval of the MDR.</li> <li>• Carry out surveillance activities during project execution.</li> </ul>	
Quantity Surveyor	<ul style="list-style-type: none"> <li>• Degree in Civil Engineering, Quantity Surveying or equivalent.</li> <li>• Minimum 4 years' experience in structural fabrication and construction works for large construction projects</li> </ul>	<ul style="list-style-type: none"> <li>• Complete quantity measures for structural, piping, E&amp;I, mechanical, and painting works.</li> <li>• Reconcile MTO with client.</li> <li>• Ensure works and costs are in-line with the contract.</li> <li>• Identify variances that arises in the contract.</li> <li>• Manage disputed items.</li> <li>• Prepare forecast on overall project costs.</li> <li>• Monitor on the variation in work scope periodically.</li> <li>• Handle any commercial claims.</li> <li>• Follow up with production team on changes on-site, which includes but not limited to, design drawing changes, site instructions, job confirmation sheet.</li> <li>• Prepare and submission of change proposal to client.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.00am - 5.30pm</li> <li>• 45 Gul Road</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Scaffold Supervisor	<ul style="list-style-type: none"> <li>NITEC / Certificate in Marine Metal Scaffolding Certificate for Supervisors (MMSC)</li> <li>Minimum 3 years of experience in Marine and Offshore Industry is preferred.</li> <li>Possess good knowledge of WSH Scaffolding Regulations / Code of Practices, Association of Singapore Marine Industry (ASMI) Scaffold guidelines.</li> <li>Strong planning, interpersonal and communication skills</li> </ul>	<ul style="list-style-type: none"> <li>Plan and execute all scaffolding works with accordance to SS:CP14</li> <li>Liaise and coordinate internally with Clients and Contractors</li> <li>Comply to Company's safety policy and safety management system and to enforce legislated safety requirement and the Company's safety rules and regulations at site.</li> <li>Supervise workers at site.</li> <li>Identify the type of required scaffolding for the job</li> </ul>	<ul style="list-style-type: none"> <li>5.5-day work week</li> <li>Monday - Friday (8.00am - 5.00pm)</li> <li>Saturday (8.00am - 12.00pm)</li> <li>45 Gul Road</li> </ul>
Security Officer	<ul style="list-style-type: none"> <li>Mandatory to have Possess Police Licensing &amp; Regulatory Department (PLRD) license.</li> <li>Minimum 1 year of experience working as a security.</li> <li>Physically fit as this position requires a good amount of walkabout in yard.</li> <li>A team player with good interpersonal skills</li> <li>Proficiency in English (written and spoken)</li> <li>Quick to react during emergency.</li> <li>Other relevant security operations certificate would be an added advantage.</li> </ul>	<ul style="list-style-type: none"> <li>Maintain security orders within the premise.</li> <li>Ensure safety of all staffs, clients, and visitors</li> <li>Implement access and safety control.</li> <li>Attend to all emergencies such as medical &amp; fire &amp; intruder.</li> <li>Liaising with necessary department such as Police &amp; SCDF etc. during case of emergency</li> <li>Issue security passes to contractors.</li> </ul>	<ul style="list-style-type: none"> <li>6-day work week</li> <li>Monday - Sunday (with 1 day rest day)</li> <li>7am-7pm or 8.00am-8.00pm</li> <li>Off 1 day per week</li> <li>45 Gul Road</li> </ul>
Senior QA / QC Engineer	<ul style="list-style-type: none"> <li>Degree in Mechanical Engineering</li> <li>Minimum 5 years of working experience in welding inspections of structural, piping fabrication, welding jobs including Non-Destructive testing.</li> <li>With Lead Auditor certificate</li> <li>Possess a valid Welding Inspectors Certificate, AWS or CSWIP 3.1</li> <li>Experience in handling project audit and liaise with internal &amp; external auditor.</li> <li>Knowledge in structural fabrication, piping isometric drawing and materials.</li> <li>Experience in piping line walk, reinstatement inspections by clear understanding of isometric drawings</li> </ul>	<ul style="list-style-type: none"> <li>Prepare and conduct Project Specific Quality requirements training to production Supervisors and sub-contractors QC Personnel</li> <li>Establish Work Procedures and Instructions</li> <li>Act as Project Lead QA / QC and control the entire Project Quality Assurance and Control activities during construction phase.</li> <li>Oversee the Inspector's performance on the project towards monitoring and control of workmanship towards quality.</li> <li>Update of inspection status and records on daily basis</li> <li>Attend weekly client progress review, Internal and Sub-Contractors meeting to discuss Quality issues.</li> <li>Liaise with client in relation to Quality on Project Specific</li> <li>Schedule and conduct Project Specific Quality Audit as per agreed Plan.</li> <li>Monitor the compiling of Piping Test Packages</li> </ul>	<ul style="list-style-type: none"> <li>5.5-day work week</li> <li>Monday - Friday (8.00am - 5.00pm)</li> <li>Saturday (8.00am - 12.00pm)</li> <li>45 Gul Road</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
	<ul style="list-style-type: none"> <li>Excellent written and good communicative skills, able to interact with people of all levels and teamwork.</li> </ul>	<ul style="list-style-type: none"> <li>Monitor administration and submission of ITRs for Project</li> <li>Prepare and maintain Weekly Weld Rejection Rate Summary</li> <li>Monitor the issue and close-out of NCRs for the project and maintain its register.</li> <li>Monitor progressive compilation of the MDR for the project as work progress.</li> </ul>	
Structural CAD Engineer	<ul style="list-style-type: none"> <li>Degree / Diploma in Engineering or equivalent</li> <li>Minimum 5 years of experience in steel structure detailing preferred.</li> <li>Good in AutoCAD and experience in software like, STAAD Pro V8, and Tekla structures preferred.</li> </ul>	<ul style="list-style-type: none"> <li>Support and assist Structural Design Engineer</li> <li>Study scope of work and documents concerning structural activities</li> <li>Carry out structural drafting work as instructed.</li> <li>Ensure project specification / contract requirements are shared and implemented.</li> <li>Perform necessary actions to meet Engineering (Structural) activities schedule.</li> <li>Review fabrication drawings to ensure project specific requirements.</li> <li>Clarify and solve problems raised by production.</li> <li>Provide technical support for project management.</li> <li>Draft drawings as required by scope of work.</li> <li>Produce drawings as and when required, assigned by team leader.</li> <li>Coordinate with team members and other discipline.</li> </ul>	<ul style="list-style-type: none"> <li>5.5-day work week</li> <li>Monday - Friday (8.00am - 5.00pm)</li> <li>Saturday (8.00am - 12.00pm)</li> <li>45 Gul Road</li> </ul>
Structural Engineer	<ul style="list-style-type: none"> <li>Degree / Diploma in Engineering / Marine Offshore or equivalent</li> <li>Minimum 5 years' experience in marine / shipyard operations involving structure fabrication and installation.</li> <li>Ability to resolve production related issues due to engineering or site clashes.</li> <li>Monitor and control material management on-site to ensure proper storage and unnecessary wastage.</li> <li>Understanding Resource planning and management</li> <li>Ability to communicate effectively, coordinate site activities between different trades to achieve structural completion as per planned construction sequence.</li> <li>Good inter-personal skills and able to interact and resolve issues with client's site supervision daily.</li> </ul>	<ul style="list-style-type: none"> <li>Work out MTO for the respective Projects and hand over to the material coordinator for follow up with the procurement of materials.</li> <li>Maintain and upkeep the remnant material records for final reconciliation of materials.</li> <li>Liaise with Project Lead / Superintendent to get knowledge of the project schedules.</li> <li>Expedite the site fabrication and installation works with the respective sub-contractor teams in achieving targeted progress.</li> <li>Updating and reporting project progress reports and plan for one -week ahead of activities to be completed</li> <li>Consolidate and update information to PR coordinator for items like galvanizing, machining etc. apart from project materials for raising Purchase Requests, Variation Orders for client, Site Instructions for sub-contractors.</li> <li>Coordinate with QA / QC in resolving issues and maintaining project quality standards.</li> </ul>	<ul style="list-style-type: none"> <li>5.5-day work week</li> <li>Monday - Friday (8.00am - 5.00pm)</li> <li>Saturday (8.00am - 12.00pm)</li> <li>45 Gul Road</li> </ul>



Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
	<ul style="list-style-type: none"> <li>• Computer literacy – MS Excel for reporting.</li> </ul>	<ul style="list-style-type: none"> <li>• Coordinate with Client representatives for resolving issues and maintaining project quality standards.</li> <li>• Red Line Markup drawings to be done progressively and update engineering regarding the site changes.</li> <li>• Liaise with Project Lead / Superintendent for drawing and site discrepancies, equipment structural clash checks for trouble shooting of fabrication matters and get information for site coordination.</li> <li>• Coordinate and organize scaffolding erection and de-staging activities with trades.</li> </ul>	
Structural Supervisor	<ul style="list-style-type: none"> <li>• Diploma in Engineering / Marine Offshore or equivalent</li> <li>• Minimum 5 years of experience in Marine Shipyard operations involving structure fabrication supervision works.</li> <li>• Experience in managing a workforce of sub-contractors / workers and directing them in Structure fabrication and installation.</li> <li>• Able to lead chair daily discussions with sub-contractor supervisors for daily progress updates.</li> <li>• Ability to communicate effectively, coordinate site activities between different trades to achieve structural completion as per planned construction sequence.</li> <li>• Good inter-personal skills and able to interact and resolve issues with client's site supervision daily.</li> <li>• Computer literacy - MS Excel for reporting.</li> </ul>	<ul style="list-style-type: none"> <li>• Supervise, organize, and plan activities to ensure smooth fabrication and construction of structures within the stipulated schedule.</li> <li>• Prepare project progress reports and plan for one week look ahead of activities to be completed.</li> <li>• Redline markup drawings to be done progressively and update engineering.</li> <li>• Review technical drawings and advise engineering of any discrepancies before commencing any fabrication works.</li> <li>• Perform MTO and update progressively to ensure proper control of material procurement and usage.</li> <li>• Ensure that manpower is effectively deployed to deliver the products timely.</li> <li>• Follow up on all fabrication and installation job fit up, welding and inspection.</li> <li>• Understand and ensure compliance in project requirement and scope of work.</li> <li>• Manage and ensure subcontractor performance in line with provided schedule.</li> <li>• Resolve any technical problems or issues faced at the work site.</li> <li>• Attend the daily toolbox meeting and convey instructions clearly.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• Monday - Friday (8.00am - 5.00pm)</li> <li>• Saturday (8.00am - 12.00pm)</li> <li>• 45 Gul Road</li> </ul>
Sub-Contracting Executive	<ul style="list-style-type: none"> <li>• Diploma in Engineering / Marine Offshore or equivalent</li> <li>• Minimum 5 years' experience in marine / shipyard operations.</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare and compile all required information for subcontractors to submit accurate quotations including cost estimation.</li> <li>• Follow up with subcontractor's quotations, negotiate, select, and make recommend to his superior for the appointment of respective sub-contractor to undertake the work.</li> <li>• Ensure the accuracy of information of the Issuance of Works Order with to selected sub-contractors within the shortest time possible.</li> <li>• Ensure the awarded price is within the budget or to achieve the optimum price</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8.00am - 5.30pm</li> <li>• 45 Gul Road</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		<p>level to increase profitability for the company.</p> <ul style="list-style-type: none"> <li>• Handle all required legal documents with respect to Letter of Indemnity, Workmen Insurances, bank guarantees, etc.</li> <li>• To be updated with Ministry of Manpower regulations concerning sub-contracting of work for Companies using foreign workers.</li> <li>• Liaise with Production Departments on subcontracting matters – to keep abreast of subcontractor's performances and progress.</li> <li>• Handle complaints from Production Departments as and when required concerning poor progress or quality work from subcontractors.</li> <li>• Scrutinize information in the PR from Production Departments to ensure fast and smooth interaction with subcontractors.</li> <li>• Handle any additional Claims or Contract Variations from subcontractors.</li> <li>• Keep abreast of subcontracting news in the market on current market pricing and Trends.</li> <li>• Evaluate and assess subcontractors and their facilities, in the form of audit, if required for outsourcing work.</li> <li>• Verify details submitted in subcontractors' invoices in accordance with Works Order.</li> <li>• Assess and advise the Sub-Contracting Manager of any recommendation by Production Department to list or delist any Subcontractors.</li> <li>• Attend to any other matters related to subcontracting as and when delegated by the Sub-contracting Manager.</li> <li>• Compile database and update on new sub-con short list, latest man-hour rate and cost comparison.</li> </ul>	



## 5. GE Repair Solutions Singapore

GE Gas Power is a world leader in gas power technology, services, and solutions. Through relentless innovation and continuous collaboration with our customers we engineer cleaner and more accessible energy that people depend on, powering growth and prosperity everywhere. With the world's largest installed base of gas turbines, we offer advanced technology and a level of experience that is unmatched in the industry to build, operate, and maintain leading gas power plants. As the world is shifting towards a lower carbon future, we are partnering with our power generation customers to help them succeed today, plan for tomorrow and be well positioned in the future. We are looking for suitably qualified individuals to fill the position. The successful candidates will be part of this challenging global engineering site and a center of excellence in Asia.

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Fitter	<ul style="list-style-type: none"> <li>• NTC 3 Mechanical / Marine Fitting or equivalent</li> <li>• Candidates without relevant experience will also be considered as on job training will be provided.</li> </ul>	<ul style="list-style-type: none"> <li>• Perform mechanical fitting work in accordance with work instructions.</li> <li>• Candidate will report to the Operations Leader</li> </ul> <p><b>Key responsibilities include (but are not limited to):</b></p> <ul style="list-style-type: none"> <li>• Perform all fitting work in section as assigned per work instruction.</li> <li>• Assist in dismantling, inspects and refits parts and reassemble rotor and other mechanical equipment such as bearings and parts as assigned or according to work instruction.</li> <li>• Perform blending and polishing repair work.</li> <li>• Ensure product quality, equipment care, meet production output / pace, housekeeping, and schedules.</li> <li>• Adhere to all applicable EHS rules, regulations, and report immediately any unsafe practices / conditions.</li> <li>• Support other area of work as assigned.</li> <li>• Support other department in relevant jobs and any other duties as assigned.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 7.30am - 4.48pm / 7.30pm- 4.48am</li> <li>• 2 Pioneer Sector 3</li> </ul>
Machinist	<ul style="list-style-type: none"> <li>• Minimum secondary level education.</li> <li>• NTC or equivalent preferred</li> <li>• Good mechanical aptitude.</li> <li>• Basic command of written and spoken English.</li> <li>• Knowledge in operating of machines.</li> <li>• Able to perform rotating shift.</li> <li>• Able to read drawings.</li> </ul> <p><b>Desired Qualifications:</b></p> <ul style="list-style-type: none"> <li>• Positive work attitude</li> <li>• Takes initiative and have good professionalism.</li> <li>• Have good 5S and Safety knowledge.</li> <li>• Able to work well in a team</li> </ul>	<ul style="list-style-type: none"> <li>• CNC machinist who has experience operating a CNC machining as well as able to read basic G code.</li> <li>• Strong understanding of different machining methods and the tools used.</li> <li>• Set up and operate CNC equipment (i.e. - Vertical Turning Lathe and Horizontal Lathe)</li> <li>• Propose program edits for necessary revisions required to repair parts.</li> <li>• Run new part at infancy stages and propose required edits and sequencing of operations to include any tooling changes required.</li> <li>• Read, translate, and verbalize G code program, as presented.</li> <li>• Recognize and propose the needed edits to correct both Vertical Turning Lathe and Horizontal Lathe programs as selected by Supervisor / Engineer.</li> <li>• Write simple programs to create fixture and tooling is a plus.</li> <li>• Machinist should demonstrate the ability to troubleshoot Vertical Turning Lathe and Horizontal Lathe machines, including</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 7.30am - 4.48pm / 7.30pm- 4.48am</li> <li>• 2 Pioneer Sector 3</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		<p>performance of necessary actions to ensure machine is running true.</p> <ul style="list-style-type: none"> <li>• Ensure speeds, feeds, and tooling is correct for material being processed to maximize machine efficiency.</li> <li>• Able edit programs to ensure proper radius, contour, and angle measurements.</li> <li>• Operate any type and size of single spindle or multiple spindles on a variety of operations (drilling, reaming, boring, tapping, spot facing, countersinking, etc.)</li> <li>• Use all tools, jigs, fixtures, and gages necessary to perform operations.</li> <li>• Check for proper tooling, sharpness, &amp; alignment</li> <li>• Work with close tolerances and fine finishes.</li> <li>• Use all types of standard and special gauges, various hand tools.</li> <li>• Perform duties on complex prototypes or first-time builds.</li> <li>• Compliantly troubleshoots tools, fixtures, and equipment, as necessary.</li> <li>• Perform job responsibilities according to internal process specifications and third-party requirements.</li> <li>• Utilize proper PPE, safety equipment, and follow safety procedures.</li> <li>• Adhere to all applicable EHS rules and regulations and employee's EHS responsibilities.</li> <li>• Ensure product quality, equipment care, meet production output / pace, housekeeping, and schedules.</li> </ul>	
Maintenance Technician	<ul style="list-style-type: none"> <li>• NITEC or equivalent qualification.</li> <li>• Proven experience as a Maintenance Technician or similar role.</li> <li>• Strong technical knowledge of mechanics, electrical systems, and automation.</li> <li>• Proficient in troubleshooting, problem-solving and repairing various machines and equipment.</li> <li>• Able to work independently and as part of a team.</li> <li>• Able to run rotating shifts.</li> <li>• Basic computer skills for maintenance record keeping.</li> <li>• Ability to communicate effectively with team members and supervisors.</li> </ul>	<ul style="list-style-type: none"> <li>• We are looking for a skilled Maintenance Technician to maintain and repair our CNC manufacturing machines to ensure optimum operation and minimal downtime.</li> <li>• The ideal candidate will be responsible for conducting routine inspections, identifying potential issues, and taking preventive measures to avoid breakdowns.</li> <li>• The Maintenance Technician must have strong technical knowledge of mechanics, electrical systems and automation, and proficiency in repairing machines.</li> <li>• Maintenance Technician will work closely with other team members, keep accurate records of maintenance procedures, and adhere to safety guidelines and regulations.</li> <li>• Conduct regular inspections and preventive maintenance procedures on CNC machines to identify potential issues and prevent machine breakdowns.</li> <li>• Diagnose mechanical, electrical, and technical problems in machines and equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 7.30am - 4.48pm / 7.30pm- 4.48am</li> <li>• 2 Pioneer Sector 3</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		<ul style="list-style-type: none"> <li>• Repair or replace defective parts, components, systems to restore machines to their proper functioning.</li> <li>• Perform routine maintenance tasks, such as lubricating, greasing, and cleaning the machines.</li> <li>• Keep accurate records of maintenance activities, including work orders, repairs, and parts used.</li> <li>• Collaborate with other team members, help and guide as required.</li> <li>• Adhere to safety guidelines and regulations while performing maintenance activities.</li> </ul>	
Operations Supervisor	<ul style="list-style-type: none"> <li>• Minimum NITEC with at least 5 years relevant work experience or equivalent</li> <li>• Good interpersonal, communication and influencing skills.</li> <li>• Experience in Lean would be advantageous.</li> <li>• Able to work on rotating shift.</li> </ul>	<ul style="list-style-type: none"> <li>• The Production Supervisor oversees production operations, ensuring safety, quality, timely delivery, and cost efficiency.</li> <li>• Responsibilities include supervising technicians, coordinating workflow, scheduling manpower and training, problem-solving, and managing technician performance.</li> <li>• This role is crucial for meeting production targets and fostering a problem-solving culture.</li> <li>• As a Production Supervisor, you will play a pivotal role in ensuring the smooth and efficient operation of our production processes.</li> <li>• Your primary responsibility will be to oversee and coordinate all aspects of production, with a strong focus on safety, quality, delivery, and cost effectiveness.</li> <li>• Lead and supervise production line technicians in meeting line performance targets for Safety, Quality, Delivery, Cost.</li> <li>• Coordinate with cross department and suppliers for seamless workflow to meet production needs.</li> <li>• Schedule production line manpower and technician training needs</li> <li>• Enable and monitor production team adherence to line standard work.</li> <li>• Solve production line Andons as first responder and escalate issues promptly, embracing problem solving culture and approach.</li> <li>• Plan and monitor technician competencies, support in technicians' performance management.</li> <li>• Carry out other duties as assign.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 7.30am - 4.48pm / 7.30pm-4.48am</li> <li>• 2 Pioneer Sector 3</li> </ul>

## 6. Mencast Offshore & Marine

Mencast Offshore & Marine Pte Ltd is a leading provider of waste management solutions, specializing in manufacturing, maintenance and repair of offshore and marine equipment and parts for ships, tankers and other ocean-going vessels and ship repairing. Meanwhile, we also specialize in Collection of waste, oil sludge, recycling plant include treatment and disposal of waste, recycling of non-metal waste N.E.C.

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Boilerman	<ul style="list-style-type: none"> <li>• Relevant Diploma with 2+ years / Nitec with 3+ years relevant work experience</li> <li>• Must have Class 1 or 2 Boiler Attendant Certificate</li> <li>• Experience in evaporator &amp; process plant supervisory role will be advantageous.</li> <li>• Experience working in EHS and Permit-To-Work system.</li> <li>• Good in communication skills and building teamwork among members of diverse cultures.</li> <li>• Able perform 12-hour rotating shift.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor, plan, and organize the waste / wastewater treatment system processing activities and steam boiler system.</li> <li>• Submit reports on performance and progress.</li> <li>• Manage Shift Teams for daily operation activities.</li> <li>• Ensure safe &amp; smooth operation of systems &amp; equipment and schedule regular maintenance.</li> <li>• Check on production output according to specifications.</li> <li>• Identify issues in efficiency and suggest improvements.</li> <li>• Enforce strict safety guidelines and company standards.</li> <li>• Train and guide operators on safety protocol, work procedures &amp; SOPs.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 8am to 5pm</li> <li>• 42E Penjuru Road</li> </ul>
Compliance Officer (Waste Management)	<ul style="list-style-type: none"> <li>• Candidates typically need a Diploma certificate in environmental science, engineering, or a related field, as well as several years of experience in waste management and regulatory compliance.</li> <li>• Effective communication and organizational skills are also essential for this role.</li> <li>• Well written and understand English.</li> <li>• Attend all updated Safety &amp; environment courses.</li> <li>• Proven experience as a Compliance Officer or Compliance Manager</li> <li>• Experience in risk management</li> <li>• Knowledge of legal requirements and controls</li> <li>• Familiarity with industry practices and professional standards.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensuring that all waste management activities within company follow Singapore Government bodies (SCDF, NEA, PUB, MOM) standard and regulations.</li> <li>• Conducting regular inspections of waste management facilities, equipment, and procedures to ensure compliance with applicable regulations.</li> <li>• Developing and implementing waste management plans, policies, and procedures to minimize waste generation and promote recycling and reuse.</li> <li>• Reviewing and analyzing waste data to identify opportunities for improvement and cost savings.</li> <li>• Coordinating with other departments (sales, operation &amp; Lab team) on daily activities to ensure our internal and external waste handling is as per NEA requirements and train employees on proper waste handling and disposal procedures.</li> <li>• Maintaining records of waste management activities, including permits, inspections, and reports.</li> <li>• Communicating with regulatory agencies and responding to inquiries regarding waste management activities.</li> <li>• Participating in environmental audits and developing corrective action plans to address deficiencies.</li> <li>• Staying up to date with changes in waste management regulations and industry best practices and providing recommendations for improvements.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 8am to 5pm</li> <li>• 42E Penjuru Road</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Sale and Trading Manager (Oil-related products)	<ul style="list-style-type: none"> <li>• Bachelor's degree in Finance, Economics, Business Administration, or a related field. Advanced degree (e.g., MBA) preferred.</li> <li>• Minimum of 5 years of experience in oil trading, commodity trading, or related roles.</li> <li>• Proven track record of success in trading operations, product development, and risk management.</li> <li>• Strong analytical skills and proficiency in quantitative analysis tools and techniques.</li> <li>• In-depth knowledge of global oil markets, trading strategies, and regulatory requirements.</li> <li>• Excellent communication and interpersonal skills, with the ability to build relationships and collaborate effectively.</li> <li>• Strong leadership abilities, with experience leading and developing teams.</li> <li>• Ability to thrive in a fast-paced and dynamic environment, managing multiple priorities and deadlines effectively.</li> </ul>	<ul style="list-style-type: none"> <li>• This role requires a comprehensive understanding of the oil industry, strong analytical abilities, and a proven track record in trading and product development.</li> <li>• The successful candidate will be responsible for managing trading activities, developing trading strategies, optimizing product offerings, and ensuring compliance with regulatory requirements.</li> </ul> <p><b><u>Trading Strategy Development:</u></b></p> <ul style="list-style-type: none"> <li>• Develop and implement effective trading strategies to capitalize on market opportunities and optimize trading performance.</li> <li>• Analyze market data, supply and demand dynamics, and geopolitical factors to inform trading decisions.</li> <li>• Monitor market trends and competitor activities to identify emerging trading opportunities and risks.</li> </ul> <p><b><u>Trading Operations Management:</u></b></p> <ul style="list-style-type: none"> <li>• Oversee day-to-day trading operations, including trade execution, position management, and risk monitoring.</li> <li>• Collaborate with trading team members to execute trades efficiently and ensure compliance with risk limits and trading protocols.</li> <li>• Manage trading positions and exposure to market volatility, implementing risk management measures to protect profitability.</li> </ul> <p><b><u>Market Research and Analysis:</u></b></p> <ul style="list-style-type: none"> <li>• Conduct market research and analysis to identify trends, opportunities, and threats in the oil market.</li> <li>• Monitor regulatory developments and industry news to assess their impact on trading strategies and product offerings.</li> <li>• Utilize quantitative and qualitative analysis techniques to evaluate trading performance and identify areas for improvement.</li> </ul> <p><b><u>Risk Management and Compliance:</u></b></p> <ul style="list-style-type: none"> <li>• Develop and implement risk management strategies to mitigate trading risks and ensure compliance with regulatory requirements.</li> <li>• Monitor trading positions, margin requirements, and credit exposure to maintain risk within acceptable limits.</li> <li>• Stay updated on regulatory changes and industry best practices to ensure adherence to compliance standards.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 8am to 5pm</li> <li>• 42E Penjuru Road</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		<b><u>Client Relationship Management:</u></b> <ul style="list-style-type: none"> <li>• Build and maintain relationships with key clients, counterparties, and industry stakeholders.</li> <li>• Provide market insights and trading recommendations to clients, addressing their needs and objectives.</li> <li>• Collaborate with sales and relationship management teams to identify opportunities for business growth and client retention.</li> </ul>	
Sales Coordinator (Waste Management)	<ul style="list-style-type: none"> <li>• Minimum of 2 to 3 years of experience in indoor sales or customer service.</li> <li>• Presentable with good initiative.</li> <li>• Knowledge of Portnet and cargo clearance declaration is advantageous.</li> <li>• Strong negotiation skills.</li> <li>• Minimum O Level qualification.</li> <li>• Ability to work well within a team environment.</li> </ul>	<ul style="list-style-type: none"> <li>• The role of the Admin Sales Coordinator in the Waste Treatment Department is to provide crucial support to the sales team through efficient administration and follow-up tasks.</li> <li>• Preparation of various documentation including Delivery Orders, Invoices, Excel sheet reports, and PowerPoint slides.</li> <li>• Assisting the Sales Manager with key accounts.</li> <li>• Following up on sales inquiries and orders.</li> <li>• Compiling weekly and monthly sales reports.</li> <li>• Conducting sales forecasts.</li> <li>• Handling sales calls and inquiries.</li> <li>• Managing incoming and outgoing waste logistics.</li> <li>• Coordinating with the Operations and Laboratory teams.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 8am to 5pm</li> <li>• 42E Penjuru Road</li> </ul>
Sales Executive (Waste Management)	<ul style="list-style-type: none"> <li>• Minimum of 3 years of experience in waste management sales or related field.</li> <li>• Proven track record of meeting or exceeding sales targets.</li> <li>• Strong knowledge of the waste management industry and its products and services.</li> <li>• Excellent communication, negotiation, and interpersonal skills.</li> <li>• Ability to work independently and as part of a team.</li> <li>• Strong organizational and time-management skills.</li> <li>• Willingness to travel as required.</li> </ul>	<ul style="list-style-type: none"> <li>• Generate new business and manage existing customer relationships in the waste management industry.</li> <li>• Achieve sales targets and ensuring customer satisfaction through the development of strategic plans and effective communication with clients.</li> <li>• Identify and develop new business opportunities through research, networking, and cold calling.</li> <li>• Generate sales leads and build relationships with potential and existing clients.</li> <li>• Develop and maintain a thorough understanding of the waste management industry and its products and services.</li> <li>• Provide timely and accurate sales forecasts and reports.</li> <li>• Work closely with the operations team to ensure customer satisfaction and retention.</li> <li>• Ensure customer service excellence through timely resolution of customer issues.</li> <li>• Attend trade shows, conferences, and other events to network and generate leads.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 8am to 5pm</li> <li>• 42E Penjuru Road</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
WWTP Technician (Evaporator Experience)	<ul style="list-style-type: none"> <li>• Willingness to communicate &amp; build rapport with team of diverse cultures.</li> <li>• Solid organizational skills, including multi-tasking and time management.</li> <li>• Experience working in EHS and Permit-To-Work system.</li> <li>• Able to work independently.</li> <li>• Willingness to assist on the ground when the need arises.</li> <li>• Able to perform 12hr rotating shift.</li> <li>• Experience in evaporator &amp; process plant supervisory role will be advantageous.</li> </ul>	<ul style="list-style-type: none"> <li>• To ensure all waste types are properly identified, received, sorted, treated, and disposed of within regulatory requirements.</li> <li>• Monitor, plan, and organize the waste / wastewater treatment system processing activities.</li> <li>• Submit reports on performance and progress.</li> <li>• To ensure Evaporator systems running smoothly with pre-set parameters</li> <li>• To operate the Evaporator systems safely according to protocol, work procedures &amp; SOPs and to advise line supervisor of any abnormality</li> <li>• Assist with incoming waste management and system &amp; equipment maintenance.</li> <li>• Conduct sampling of treated waste samples as instructed by line Lead.</li> <li>• Work with Line Lead, Operation Manager and Consultants to eliminate any bottlenecks in waste treatment procedures.</li> <li>• To ensure company's treatment procedures are in line with regulatory requirements.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 8am to 5pm</li> <li>• 42E Penjuru Road</li> </ul>



## 7. Metizoft Asia

Metizoft is among the world's first and leading consulting companies providing IHM (Inventory of Hazardous Materials) solutions to shipyards, shipowners, suppliers, and other business segments in the maritime industry.

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Admin Executive (Operations)	<ul style="list-style-type: none"> <li>• Having a diploma in Business Administration or a related field is preferred.</li> <li>• Proven experience as an Admin Executive / Assistant or in a similar role.</li> <li>• Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook).</li> <li>• Excellent organizational and time management skills.</li> <li>• Strong written and verbal communication skills.</li> <li>• Ability to work independently and handle confidential information with discretion.</li> <li>• Attention to detail and problem-solving skills.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide general administrative and clerical support, including managing schedules, appointments, and meetings.</li> <li>• Prepare and maintain office documents, reports, and records.</li> <li>• Accurately enter and maintain data in various systems and databases.</li> <li>• Maintain accurate and up-to-date records and files.</li> <li>• Schedule and coordinate meetings, conferences, and events.</li> <li>• Prepare meeting agendas, take minutes, and distribute relevant documentation.</li> <li>• Liaise with internal and external stakeholders, clients, and vendors.</li> <li>• Draft and edit correspondence, reports, and other documents.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 9am - 6pm</li> <li>• 1 Commonwealth Lane</li> </ul>
Customer Success Manager (Operations)	<ul style="list-style-type: none"> <li>• Background in maritime studies or marine compliance is a plus.</li> <li>• At least 3 years of experience in Customer Success or Operations, ideally within maritime compliance, vessel inspections, or related marine services.</li> <li>• Proven ability to lead teams and improve operational processes in the maritime sector.</li> <li>• Proficiency in MS Excel, PowerPoint, and Word.</li> <li>• Strong analytical and problem-solving abilities, especially in a maritime context.</li> <li>• Project management experience with a proven ability to lead cross-functional initiatives within the marine industry.</li> <li>• Ability to work under pressure and resolve maritime compliance issues in a timely manner.</li> <li>• Keen to learn (full training will be provided).</li> <li>• Possess a positive attitude, Customer-centric and service-oriented.</li> <li>• Passionate in building a sustainable future.</li> </ul>	<p><b><u>Customer Success:</u></b></p> <ul style="list-style-type: none"> <li>• Client Relationship Management: Build and maintain strong, long-lasting relationships with maritime clients, including shipowners, managers, and other industry stakeholders.</li> </ul> <p><b><u>Onboarding &amp; Training:</u></b></p> <ul style="list-style-type: none"> <li>• Manage the onboarding process for new maritime clients, ensuring smooth transitions and thorough training on compliance requirements.</li> </ul> <p><b><u>Issue Resolution:</u></b></p> <ul style="list-style-type: none"> <li>• Actively resolve client inquiries related to maritime operations, troubleshoot compliance or technical issues, and deliver timely solutions to improve client satisfaction.</li> </ul> <p><b><u>Customer Feedback:</u></b></p> <ul style="list-style-type: none"> <li>• Gather and analyze feedback from maritime clients to recommend improvements in compliance services or operational processes.</li> </ul> <p><b><u>Operations Management:</u></b></p> <ul style="list-style-type: none"> <li>• Process Optimization: Assess and improve operational processes related to maritime compliance and vessel inspections to increase efficiency and reduce costs.</li> </ul> <p><b><u>Team Leadership:</u></b></p> <ul style="list-style-type: none"> <li>• Lead and manage Customer Success teams, focusing on performance, training, and ensuring effective day-to-day operations.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 9am - 6pm</li> <li>• 1 Commonwealth Lane</li> </ul>



Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		<p><b><u>Cross-Functional Collaboration:</u></b></p> <ul style="list-style-type: none"> <li>• Work closely with other departments to ensure that customer needs are met in line with industry standards and company goals.</li> </ul> <p><b><u>Project Management:</u></b></p> <ul style="list-style-type: none"> <li>• Lead special projects aimed at enhancing customer service delivery and optimizing maritime operational efficiency.</li> </ul> <p><b><u>KPIs &amp; Metrics:</u></b></p> <ul style="list-style-type: none"> <li>• Track and analyze key performance indicators (KPIs) related to customer satisfaction, retention, and maritime operations, ensuring targets are met.</li> </ul> <p><b><u>Strategic Planning:</u></b></p> <ul style="list-style-type: none"> <li>• Data Analysis &amp; Reporting: Provide senior management with insights and reports on customer trends, operational performance, and potential improvements within the maritime sector.</li> </ul> <p><b><u>Strategic Alignment:</u></b></p> <ul style="list-style-type: none"> <li>• Collaborate with senior leadership to align customer success initiatives with the company's broader maritime business objectives.</li> </ul> <p><b><u>Change Management:</u></b></p> <ul style="list-style-type: none"> <li>• Lead initiatives to introduce new tools, systems, or processes that enhance the customer experience and improve operational efficiency within the maritime framework.</li> </ul>	
Ship IHM Surveyor	<ul style="list-style-type: none"> <li>• Physically fit</li> <li>• Keen to learn (full training will be provided)</li> <li>• Proficiency in English is necessary</li> <li>• Possess a 'Can-Do' attitude.</li> <li>• Customer-centric and service oriented</li> <li>• Proficiency in MS Word and MS Excel</li> <li>• Able to travel (local &amp; overseas) and work odd hours.</li> <li>• Passionate in building a sustainable future.</li> </ul>	<ul style="list-style-type: none"> <li>• Travel to shipyards, vessels at anchorage and ports locally or overseas.</li> <li>• Conducting inspections / surveys on ships of all types and sizes</li> <li>• Prepare plans for the inspections / surveys prior to boarding vessels.</li> <li>• Collecting small samples according to plan from various areas on the vessel and taking photos</li> <li>• Coordinating with accredited laboratories for samples analysis</li> <li>• Preparing inspection / survey reports and clear report comments from classification societies.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 9am - 6pm</li> <li>• 1 Commonwealth Lane</li> </ul>

## 8. NOV

Every day, the energy industry's best minds put more than 150 years of experience to work to help our customers achieve lasting success. We have the people, capabilities, and vision to serve the needs of a challenging and evolving industry. One the world cannot live without.

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Accounts & Administrative Specialist	<ul style="list-style-type: none"> <li>• Diploma in Accountancy or its equivalent</li> <li>• Minimum 3 years of related experience</li> <li>• Proficiency in Microsoft office application especially in MS Excel and MS Words</li> <li>• Meticulous, organized, and independent.</li> </ul>	<ul style="list-style-type: none"> <li>• In charge of invoicing and compiling data for invoicing purposes.</li> <li>• Liaise with Operations Department regarding jobs which need to be billed.</li> <li>• Liaise with Customers regarding issuance / revision of Purchase Orders.</li> <li>• Prepare Sales Reports and other accounting reports as required.</li> <li>• Assist operations in opening and closing work orders in the NOV system.</li> <li>• To assist in month end closing, bi-monthly forecasting, and annual budgeting for FE region.</li> <li>• To assist with accounts payable and prepare purchase requisition forms, purchase orders, and enter job details in JDE system and forward to Supplier for acknowledgement.</li> <li>• Follow-up on Supplier Invoices and update POs</li> <li>• Compile all financial documents and send to finance for payment.</li> <li>• To create freelancer's PO (Local and overseas) in JDE system</li> <li>• Sorting of mails, courier, and freight documents.</li> <li>• Assist with monthly Invoices to Finance.</li> <li>• To monitor quarterly servicing contracts and keep them up to date and renewed.</li> <li>• To monitor supply of office pantry and toiletries for office use.</li> <li>• To monitor supply / stock of office stationery.</li> <li>• To arrange and prepare scrap documents for approval.</li> <li>• Filing of operational documents as required.</li> <li>• To undertake ad-hoc assignments as and when required.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8am - 5pm</li> <li>• 9A Benoi Sector</li> </ul>
AM Administrator, Order Processing	<ul style="list-style-type: none"> <li>• Good understanding of office management processes</li> <li>• Ability to multitask and manage multiple orders. simultaneously.</li> <li>• Ability to work well in a team environment.</li> <li>• Diploma or Degree holder</li> <li>• Strong attention to detail and accuracy</li> <li>• Proficient in MS Office</li> <li>• Problem solving abilities to handle discrepancies.</li> <li>• and issues that may arise in order processing.</li> </ul>	<ul style="list-style-type: none"> <li>• Check commercial aspects of incoming purchase orders.</li> <li>• Create, maintain &amp; process orders in ERP system.</li> <li>• Order confirmation</li> <li>• Cost allocation</li> <li>• On Site administration</li> <li>• Cost verification &amp; control</li> <li>• Prepare &amp; complete invoicing.</li> <li>• Follow up &amp; invoicing of Secondment.</li> <li>• Review &amp; verify billing summaries for Service department.</li> <li>• Create &amp; verify billing summaries for other business lines (excl. Service)</li> <li>• Purchase requisition</li> <li>• Customer portal Maintenance</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8am - 5pm</li> <li>• 29 Tuas Bay Drive</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
	<ul style="list-style-type: none"> <li>• Effective communication skills, both written and verbal.</li> </ul>	<ul style="list-style-type: none"> <li>• Filing of documents in Rigdocs</li> <li>• Report submission</li> <li>• Back-up support and carry out any other duties assigned.</li> </ul>	
Application Software Engineer	<ul style="list-style-type: none"> <li>• Bachelor of Science Degree majoring in Electrical Engineering, Computer Engineering, Mechanical Engineering, or related disciplines.</li> <li>• 5 years' experience in Embedded Software, Control Systems; preferable in Oil &amp; Gas industry</li> <li>• Experience of PLC and HMI programming, network configuration.</li> <li>• Fluent in one of the Programming Language: Java, C, C++</li> <li>• Understanding of various communication protocols: Modbus, Profibus, Ethernet, etc.</li> <li>• Be a quick learner and strong troubleshooting skills.</li> <li>• Strong interpersonal skills</li> <li>• Ability to travel internationally.</li> </ul>	<ul style="list-style-type: none"> <li>• Work independently to design, develop and debug control software, software utilities and human machine interface (HMI)</li> <li>• Interface with customers and other NOV facilities to facilitate the testing and deployment of any DP&amp;A delivery.</li> <li>• Create, review, and approve technical solutions and design documentation.</li> <li>• Provide technical advice for younger engineers.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8am - 5pm</li> <li>• Blk 22, Jalan Terusan</li> </ul>
Document Controller	<ul style="list-style-type: none"> <li>• GCE 'O' level minimum or ITE Graduate in engineering discipline.</li> <li>• Minimum 3 years relevant work experience as documentation controller.</li> <li>• Effective communication skills, computer literacy (MS words, Excel, Adobe, CD writer etc.).</li> </ul>	<ul style="list-style-type: none"> <li>• Compile standard data-book / certification package and coordinate with Customer / Third Party on delivery of data-book / certification package.</li> <li>• Verify record / report completeness of data-book / certification package.</li> <li>• Communicate internally with SBUs and external supplier for required work performance report.</li> <li>• Coordinate with customers on data-book / certification package collection / delivery requirement.</li> <li>• Maintain records of delivery transmittal, OTD performance &amp; data-book / certification package on NOV-DMS i.e., RigOffice, Tracker etc.</li> <li>• Administer other quality record &amp; documentation requirements.</li> <li>• Perform other work-related tasks as assigned.</li> <li>• Work collectively to achieve Quality's KPI</li> <li>• Update Job Distribution List to plan &amp; achieve the OTD requirement.</li> <li>• Comply with all NOV Company and HSE policies and procedures.</li> <li>• Ensure all quality documents are accurate, up to date, maintained in RigOffice and, definitive to the appropriate Aftermarket</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8am - 5pm</li> <li>• 29 Tuas Bay Drive</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		<p>Standardization, Global QA Standard, and the BPA requirements.</p> <ul style="list-style-type: none"> <li>Assists and advice on retrieval, transmittal, retention &amp; disposal of proprietary document.</li> <li>Assists with internal quality audit.</li> <li>Assist in updating monthly calibration records on all business unit's calibration status in Database, if needed</li> <li>Work collectively to achieve departmental KPI target &amp; objectives.</li> </ul>	
Maintenance Technician	<ul style="list-style-type: none"> <li>NTC / NITEC / Diploma in Mechanical Engineering or the equivalent</li> <li>Minimum of 3 - 5 years of hands-on experience in heavy machinery environment.</li> <li>Able to read technical drawings / manual to carry out maintenance work independently.</li> <li>Familiar with Microsoft Office applications</li> <li>Good written &amp; communication skills</li> <li>Able to commit to overtime work and commuting between three facilities.</li> </ul>	<ul style="list-style-type: none"> <li>To carry repair &amp; maintenance of workshop machines, repair office fixture &amp; hardware, minor plumbing, replacement of mechanical &amp; electrical accessories &amp; parts within the facilities.</li> <li>Maintain a preventative maintenance program for all machines to minimize unscheduled downtime and to update AIMS system.</li> <li>To work in orderly fashion keeping benches, work areas &amp; machines tidy &amp; cleaning up each area after use</li> <li>Notify Supervisor of any machine problems, which could jeopardize an operation.</li> <li>Coordinate and supervise contractor's routine maintenance and inspect work for completeness, i.e., building fixtures (air-conditioning, electrical panel, renovation work, alarm system etc.).</li> <li>Assist to supervisor janitorial duties on facility / building perimeters to maintain high level on housekeeping &amp; orderliness.</li> <li>Perform other work-related tasks as assigned.</li> <li>Comply with all NOV Company &amp; HSE procedures and policies.</li> </ul>	<ul style="list-style-type: none"> <li>5-day work week</li> <li>8am - 5pm</li> <li>Blk 22, Jalan Terusan</li> </ul>
Rope Access Technician / Welder	<ul style="list-style-type: none"> <li>6G Welder</li> <li>Hot work and Shipyard SSIC</li> <li>WAH certificate.</li> <li>IRATA Rope Access</li> <li>Minimum 5 years of experience in relevant field.</li> </ul>	<ul style="list-style-type: none"> <li>Using hand welding and flame cutting equipment such as arc welders, gas welders, and gas torches to assemble and repair equipment and structures.</li> <li>May also use welding equipment to perform metal cutting / trimming work or fabricate simple fixtures.</li> <li>An experienced rope access welder to join our on-site team to execute and oversee projects, both in Singapore and abroad.</li> <li>These projects will range in scope and will involve, but are not limited to, structural modification, welding work or derrick building i.e., removal and installation of top drives, crown blocks etc.</li> <li>Identify and list down required material, tools, and equipment for different type of hot work involved. (welding, gouging or modification work).</li> <li>Maintaining and updating of welding log and certificate.</li> <li>Onsite work planning and coordination of work with Derrick Project Supervisor</li> </ul>	<ul style="list-style-type: none"> <li>5-day work week</li> <li>8am - 5pm</li> <li>Blk 161, Pioneer Road</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		<p>whenever there is conflicts / incompatible of work.</p> <ul style="list-style-type: none"> <li>• Execute plans / procedure for relevant projects.</li> <li>• Liaise with project management in office and follow up with site surveys when required.</li> <li>• Responsible for taking good care of company's properties.</li> <li>• Responsible for maintaining discipline and cooperation with the workforce under their supervision.</li> <li>• Responsible for maintaining the daily reporting, and day to day forms, permits as may be required for the project in hand.</li> <li>• Responsible for the wellbeing and safe operating practices of personnel working under his supervision.</li> <li>• Responsible for training other on-site technicians as well as training them in company procedures.</li> <li>• Maintain effective communication with client and office to ensure that projects run smoothly and efficiently.</li> <li>• Office working hours are 8am -5pm, Monday to Friday, however site work will often involve hours outside of this timing.</li> <li>• Assisting with hard banding when required.</li> <li>• Help with groundwork at sites around Singapore when required.</li> <li>• Scope of work may be adjusted at any time if operations or admin duties are required.</li> </ul>	
Warehouser	<ul style="list-style-type: none"> <li>• 2 to 3 years of experience is preferred.</li> <li>• Proficient in Microsoft office suite.</li> <li>• Able to work in a fast paced and dynamic environment.</li> <li>• Forklift license preferred.</li> </ul>	<ul style="list-style-type: none"> <li>• Receiving parts, components and equipment from customers and suppliers.</li> <li>• Kitting and issuing parts and component to the service and spares work orders.</li> <li>• Check inwards documentation before acceptance of all deliveries before receipt.</li> <li>• Receiving and recording purchased parts, components, and services in the system.</li> <li>• Packing orders according to sales orders and providing weight and dimensions of packed orders to the logistics department.</li> <li>• Ensure all received stock is undamaged and order is present and accounted for.</li> <li>• Reporting and assessing stock discrepancies.</li> <li>• Informing the supervisor about order shortages.</li> <li>• Maintaining an orderly workspace by keeping the Stores areas clean, tidy, and free from hazards.</li> <li>• Staging orders according to work orders and sales order pick lists.</li> <li>• Participating in all relevant warehouse activities.</li> <li>• Assisting with the visual inspection of parts as needed.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8am - 5pm</li> <li>• 7 Loyang Way</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Workshop Technician	<ul style="list-style-type: none"> <li>• NTC / NITEC / Diploma in Mechanical Engineering or the equivalent</li> <li>• Minimum of 3-5 years of hands-on experience in heavy machinery environment especially in hydraulics and pneumatics</li> <li>• Able to read technical drawings to assemble machine parts.</li> <li>• Preferably a valid class 3 driving license to facilitate inter-shipyard work.</li> <li>• Familiar with Microsoft Office applications</li> <li>• Good written and communication skills.</li> </ul>	<ul style="list-style-type: none"> <li>• To perform any disassembly, assembly and testing work for equipment and tools</li> <li>• To be able to collect information (photos of equipment during disassembly, assembly &amp; testing) for preparation of inspection reports and final assembly reports, etc.</li> <li>• To provide update in Job tracker</li> <li>• To prepare inspection or final assembly report when assigned by Supervisor.</li> <li>• To be able to take measurement using process instrument for parts, component, and record in assembly process documents</li> <li>• Preparation of part list once the inspection is completed for submission to Workshop Foreman</li> <li>• To ensure all products are assembled using the correct parts / components per 'Bill of Material.'</li> <li>• To check parts received from warehouse and provide feedback to Workshop Foreman if discrepancy found.</li> <li>• To be able to perform any rigging, lifting and forklift operation</li> <li>• To work with Competency Assessor and complete competency assignment</li> <li>• To ensure equipment / tools / work area are maintained in a clean and orderly condition.</li> <li>• To fill up equipment component traceability record, all applicable D9 documents and QP for the job assigned and submit to Workshop Foreman for review.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 8am - 5pm</li> <li>• 29 Tuas Bay Drive</li> </ul>

## 9. Pamarine

Pamarine, a highly qualified and dedicated partner to our customers, consulting on equipment needs and local regulatory controls, and delivering turnkey solutions supported by uncompromisingly high standards of service. Our expertise is recognized and relied on by organizations in both commercial and military sectors as well private recreational boat owners.

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Administrative Assistant	<ul style="list-style-type: none"> <li>• GCE O Level / NITEC in any discipline</li> <li>• Relevant administration experience</li> <li>• Good verbal and written communication skills</li> <li>• Proficient in MS Office</li> <li>• Dedicated team player, resourceful and able to multi-task in a fast-paced environment</li> </ul>	<ul style="list-style-type: none"> <li>• Assist in Calibration scheduling.</li> <li>• Setup new employees for HR mobile application</li> <li>• Manages the monthly outsource service providers such as air-condition servicing, cleaning, grass cutting, fumigation and IT services.</li> <li>• Manages of Personal Protective Equipment (PPE) issuance for new hires</li> <li>• Provides administrative / sales / accounts support.</li> <li>• Any other duties assigned.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 44-hours per week</li> <li>• 22 Tuas West Road</li> </ul>
Assistant Service Engineer	<ul style="list-style-type: none"> <li>• Minimum Diploma or above in Electrical and Electronic Engineering, Mechatronics or Electro-Mechanical Engineering, or a related field</li> <li>• At least 2 years of working experience in a related field</li> <li>• Proficiency in hands-on preventive and corrective maintenance, as well as calibration tasks</li> <li>• Excellent report writing skills for post-servicing documentation.</li> <li>• Ability to work independently and as a team player.</li> <li>• Be a team member to work with cross-functional teams.</li> <li>• Keen on continuous improvement</li> <li>• Strong written and oral communication skills</li> <li>• Preferably with valid class 3 driving license (optional)</li> </ul>	<ul style="list-style-type: none"> <li>• Assist in preventive maintenance in accordance with Planned Preventive Maintenance (PPM) schedule.</li> <li>• Assist to carry out maintenance, trouble shooting and repair for unplanned equipment breakdown.</li> <li>• Assist to monitor equipment performance and fine tune equipment to the best operating conditions.</li> <li>• Assist to carry out all associated maintenance work (e.g., configuration, dismantling and re-instatement servicing, calibration etc.) during turnaround.</li> <li>• Execute plant modifications and supervise junior colleagues during the execution phase.</li> <li>• Any ad-hoc tasks and duties assigned by supervisor/ management.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 44-hours per week</li> <li>• 22 Tuas West Road</li> </ul>
Associate Management Executive	<ul style="list-style-type: none"> <li>• Minimum Diploma in Business or any other related study.</li> <li>• Prior experience in office administrations</li> <li>• Good verbal and written communication skills</li> <li>• Possess a positive working attitude and is an excellent team player</li> </ul>	<ul style="list-style-type: none"> <li>• Assist in daily office operations.</li> <li>• Assist in liaising and coordinating with vendors / suppliers' quotations.</li> <li>• Assist in updating of records.</li> <li>• Assist in trade financing matters.</li> <li>• Assist in customer relations management.</li> <li>• Assist in administration operations.</li> <li>• Updating and maintenance of various records</li> <li>• Any ad-hoc duties as assigned.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 44-hours per week</li> <li>• 22 Tuas West Road</li> </ul>



Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Associate Technical Management Executive	<ul style="list-style-type: none"> <li>• Minimum Diploma in Engineering (Mechanical / Electrical).</li> <li>• Prior experience and/or knowledge of basic carpentry, plumbing, painting and hand and powered tools</li> <li>• Good verbal and written communication skills</li> <li>• Possess a positive working attitude and is an excellent team player</li> </ul>	<ul style="list-style-type: none"> <li>• Assist in performing daily routine inspections.</li> <li>• Assist in liaising and coordinating with stakeholders and vendors for defects rectification works.</li> <li>• Assist in preventive / predictive maintenance to identify and prepare equipment for maintenance before breakdown.</li> <li>• Assist in performing in-house maintenance work and quick fix of building repairs, painting, and carpentry work.</li> <li>• Assist in maintain proper inventory of items for electrical, sanitary, and plumbing, painting, carpentry, and hand tools.</li> <li>• Assist in ensuring safe working conditions through taking corrective actions to maintain equipment and process within safe operating limits.</li> <li>• Updating and maintenance of records of all equipment lists for machines, pumps, air-condition.</li> <li>• Any ad-hoc duties as assigned.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 44-hours per week</li> <li>• 22 Tuas West Road</li> </ul>
Driver	<ul style="list-style-type: none"> <li>• At least a secondary education level</li> <li>• Minimum 2 years of driving experience</li> <li>• Possess valid Singapore Class 3 or 4 Driving License with Good Driving Records</li> <li>• Time management to ensure deliveries are made on schedule.</li> <li>• Physical ability to lift and carry parcels of many sizes.</li> <li>• Ability to work independently and handle a fast-paced environment</li> </ul>	<ul style="list-style-type: none"> <li>• Delivery / collection of items in a safe and timely manner</li> <li>• Ensure items are delivered without delays.</li> <li>• Maintain cleanliness and routine cleaning of the fleet of vehicles.</li> <li>• Adhering to assigned routes and follow time schedules.</li> <li>• Abiding by all transportation laws and maintaining a safe driving record</li> <li>• Ad-hoc sending vehicles for workshop servicing / periodic vehicle inspection</li> <li>• Assist in pick / pack of outgoing goods.</li> <li>• Receiving of goods in the event Store in-charge is away from work.</li> <li>• Any other ad-hoc jobs assigned by supervisor / management.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 44-hours per week</li> <li>• 22 Tuas West Road</li> </ul>
Management Executive	<ul style="list-style-type: none"> <li>• Minimum bachelor's degree in business or any other related study.</li> <li>• Prior experience in office administrations</li> <li>• Good verbal and written communication skills</li> <li>• Possess a positive working attitude and is an excellent team player.</li> </ul>	<ul style="list-style-type: none"> <li>• Manage daily office operations.</li> <li>• Sourcing and evaluation of vendors / supplier's quotations</li> <li>• Manage of various records</li> <li>• Liaise with banks on trade financing matters.</li> <li>• Manage customer relations management.</li> <li>• Manage administration operations.</li> <li>• Ensures accuracy in various records.</li> <li>• Any ad-hoc duties as assigned.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 44-hours per week</li> <li>• 22 Tuas West Road</li> </ul>



Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Personal Assistant	<ul style="list-style-type: none"> <li>• Minimum Diploma in any discipline; with minimum 3 years of relevant work experience as a Personal Assistant</li> <li>• Proficiency in MS Office 365</li> <li>• Outstanding organizational and time management skills</li> <li>• Ability to multitask and prioritize daily workload.</li> <li>• Hardworking with high initiative and willing to take on new challenges.</li> <li>• Ability to work independently with minimum supervision</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare and handle confidential and sensitive documents.</li> <li>• Co-ordinating of meeting, scheduling of appointments</li> <li>• Preparing minutes of meeting and following up on agreed actions when relevant</li> <li>• Prepare and/or review high level and complex written correspondence, organizational communication messages, proposals, papers, and presentations.</li> <li>• Assist company's director to investigate and study, understand the company's operation and management, and put forward suggestions for decision-making.</li> <li>• Implementing new procedures and administrative system</li> <li>• Organize company events and internal meetings when required.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 44-hours per week</li> <li>• 22 Tuas West Road</li> </ul>
Product Manager	<ul style="list-style-type: none"> <li>• Bachelor's degree in Business, Engineering, or related fields</li> <li>• Experience in product management, with a focus on B2B and B2C products</li> <li>• Experience with stakeholder management, collaborating closely with clients, engineering teams, and external partners to deliver successful product outcomes.</li> <li>• Proven record in managing the end-to-end product lifecycle, from concept to launch, including gathering requirements, prioritizing features, and data-driven decision making.</li> <li>• Analytical person and meticulous.</li> </ul>	<ul style="list-style-type: none"> <li>• Oversee the entire product lifecycle from concept to launch, ensuring timely delivery of features that meet client needs and business goals.</li> <li>• Work closely with sales, engineering, marketing, and customer success teams to prioritize features, address client feedback, and ensure alignment across the organization.</li> <li>• Monitor product performance, gather data-driven insights, and implement enhancements to optimize client satisfaction and business outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 44-hours per week</li> <li>• 22 Tuas West Road</li> </ul>
Sales Coordinator	<ul style="list-style-type: none"> <li>• GCE 'O' Level / Diploma in any discipline</li> <li>• 1 - 2 years of relevant experience</li> <li>• Good verbal and written communication skills</li> <li>• Proficient in MS Office</li> <li>• Team player</li> <li>• Preferably experience with dealing with equipment and machinery parts.</li> </ul>	<ul style="list-style-type: none"> <li>• Full spectrum for both outdoor and indoor sales, service and projects from supply chain, fulfilment quotations delivery order, invoices, and related shipping documents</li> <li>• Ensure competent technical knowledge to advise and assist clients in their enquiries.</li> <li>• Liaise and follow-up with customers on sales, service, and project related enquiries.</li> <li>• Scanning and uploading of sales, projects, and service documents</li> <li>• Compile monthly sales and service reports.</li> <li>• Provide sales administration support.</li> <li>• Any other duties assigned.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-day work week</li> <li>• 44-hours per week</li> <li>• 22 Tuas West Road</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Service Engineer	<ul style="list-style-type: none"> <li>• Minimum bachelor's degree or above in Electrical and Electronic Engineering, Mechatronics or Electro-Mechanical Engineering, or a related field</li> <li>• At least 2 years of working experience in a related field</li> <li>• Proficiency in direct preventive and corrective maintenance, as well as calibration tasks</li> <li>• Excellent report writing skills for post-servicing documentation.</li> <li>• Ability to work independently and as a collaborator.</li> <li>• Be a team member to work with cross-functional teams.</li> <li>• Keen on continuous improvement</li> <li>• Strong written and oral communication skills</li> <li>• Preferably with valid class 3 driving license (optional)</li> </ul>	<ul style="list-style-type: none"> <li>• Perform preventive maintenance in accordance with Planned Preventive Maintenance (PPM) schedule.</li> <li>• Conduct maintenance, trouble shooting and repair for unplanned equipment breakdown.</li> <li>• Monitor equipment performance and fine tune equipment to the best operating conditions.</li> <li>• Conduct all associated maintenance work (e.g., configuration, dismantling and re-instatement, servicing, calibration etc.) during turnaround.</li> <li>• Execute plant modifications and supervise junior colleagues during the execution phase.</li> <li>• Any ad-hoc tasks and duties assigned by supervisor / management.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 44-hours per week</li> <li>• 22 Tuas West Road</li> </ul>
Service Technician	<ul style="list-style-type: none"> <li>• Minimum Higher NITEC or above in Electrical and Electronic Engineering, Mechatronics or Electro-Mechanical Engineering, or a related field</li> <li>• At least 2 years of working experience in a related field</li> <li>• Proficiency in firsthand preventive and corrective maintenance, as well as calibration tasks</li> <li>• Report writing skills for post-servicing documentation.</li> <li>• Ability to work independently and as a team player.</li> <li>• Be a team member to work with cross-functional teams.</li> <li>• Preferably with valid class 3 driving license (optional).</li> </ul>	<ul style="list-style-type: none"> <li>• Assist in preventive maintenance in accordance with Planned Preventive Maintenance (PPM) schedule.</li> <li>• Assist to conduct maintenance, trouble shooting and repair for unplanned equipment breakdown.</li> <li>• Assist to monitor equipment performance and fine tune equipment to the best operating conditions.</li> <li>• Assist to conduct all associated maintenance work (e.g., configuration, dismantling and re-instatement servicing, calibration etc.) during turnaround.</li> <li>• Any ad-hoc tasks and duties assigned by supervisor/ management.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 44-hours per week</li> <li>• 22 Tuas West Road</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Technical Management Executive	<ul style="list-style-type: none"> <li>• Minimum Diploma in Engineering (Mechanical / Electrical).</li> <li>• Prior experience and/or knowledge of basic carpentry, plumbing, painting and hand and powered tools</li> <li>• Good verbal and written communication skills</li> <li>• Possess a positive working attitude and is an excellent team player.</li> </ul>	<ul style="list-style-type: none"> <li>• Assist in performing daily routine inspections.</li> <li>• Assist in liaising and coordinating with stakeholders and vendors for defects rectification works.</li> <li>• Assist in preventive / predictive maintenance to identify and prepare equipment for maintenance before breakdown.</li> <li>• Assist in performing in-house maintenance work and quick fix of building repairs, painting, and carpentry work.</li> <li>• Assist in maintain proper inventory of items for electrical, sanitary, and plumbing, painting, carpentry, and hand tools.</li> <li>• Assist in ensuring safe working conditions through taking corrective actions to maintain equipment and process within safe operating limits.</li> <li>• Updating and maintenance of records of all equipment lists for machines, pumps, air-condition.</li> <li>• Any ad-hoc duties as assigned.</li> </ul>	<ul style="list-style-type: none"> <li>• 5.5-day work week</li> <li>• 44-hours per week</li> <li>• 22 Tuas West Road</li> </ul>

## 10. PaxOcean Singapore

PaxOcean offer end-to-end engineering services supporting the complete life cycle of maritime and offshore assets. Leveraging our core competencies and technical knowledge, we help our customers build, repair, decommission and recycle maritime assets for an environmentally sustainable future.

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Commercial Executive (Billing)	<ul style="list-style-type: none"> <li>• Minimum 3 years working experience in the field of ship repairs.</li> <li>• Minimum 3 years of working experience in the Commercial Department of a medium sized Shipyard.</li> </ul>	<ul style="list-style-type: none"> <li>• Preparation of additional quote and invoice for ship-repair and/or conversion projects based on manhours, materials, and subcontractor costing after award of contract.</li> <li>• Discuss with customers / subcontractors / trades regarding scope of work and settle the invoice.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 7.30am to 5.00pm</li> <li>• 33 Tuas Crescent</li> </ul>
Commercial Executive (Estimating)	<ul style="list-style-type: none"> <li>• Minimum 3 years working experience in the field of ship repairs.</li> <li>• Minimum 3 years working experience in the Commercial Department of a medium sized Shipyard.</li> </ul>	<ul style="list-style-type: none"> <li>• Preparation of tender for ship-repair and/or conversion projects based on manhours, materials and subcontractor costing prior to award of contract.</li> <li>• Discuss with customers / subcontractors / trades regarding scope of work.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 7.30am to 5.00pm</li> <li>• 33 Tuas Crescent</li> </ul>
Electrical Engineer (Production)	<ul style="list-style-type: none"> <li>• 3 years above with relevant working experience preferably in Marine &amp; Maritime industry.</li> </ul>	<ul style="list-style-type: none"> <li>• Plan &amp; execute (Manpower planning, cost control, attend vessel issue, achieve department target &amp; KPI)</li> <li>• To lead and monitor yard and subcontractor work force and ensure safety, achieving daily target and reporting Foreman / Supervisor.</li> <li>• Collaborate with supervisor and foreman for job execution.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 7.30am to 5.00pm</li> <li>• 33 Tuas Crescent</li> </ul>
Engineer, Electrical (Engineering)	<ul style="list-style-type: none"> <li>• Minimum 5 years of engineering work experience in the Marine / Offshore industry</li> </ul>	<ul style="list-style-type: none"> <li>• As Engineering Project Electrical Section Lead in charge of the overall electrical engineering activities.</li> <li>• To provide technical guidance to fellow Draftsman, Senior / Assistant Engineer for competencies development</li> <li>• To complete assigned tasks within allocated timeline with high quality.</li> <li>• To provide technical support for site technical issue</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 7.30am to 5.00pm</li> <li>• 33 Tuas Crescent</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Engineer, Facilities and Maintenance	<ul style="list-style-type: none"> <li>• 2 years of experience in heavy industry, preferably Shipbuilding industry</li> <li>• Read technical diagrams and schematics for work planning and issue resolution.</li> <li>• Diagnose or troubleshoot faults in the plants and machinery.</li> <li>• Conduct electrical wiring / mechanical installation and technical maintenance works.</li> <li>• On-site installation, system setup, calibration, testing, onsite repairs, and preventive &amp; corrective maintenance.</li> <li>• Ability to identify and resolve issues related to facility operations.</li> </ul>	<ul style="list-style-type: none"> <li>• Overseeing the regular maintenance and repair of shipyard facilities, including buildings, docks, cranes, and other equipment.</li> <li>• Planning and executing facility improvement projects, such as building renovations, dock expansions, or utilities upgrading.</li> <li>• Ensuring all facilities adhere to safety regulations and standards.</li> <li>• Developing and managing budgets for facility maintenance and improvement projects.</li> <li>• Identify opportunities to improve energy efficiency in shipyard operations and implement cost-saving initiatives.</li> <li>• Ensuring compliance with environmental regulations and implementing sustainable practices.</li> <li>• Identify potential risks to shipyard facilities and operation processes.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 7.30am to 5.00pm</li> <li>• 33 Tuas Crescent</li> </ul>
Engineer, Piping (Engineering)	<ul style="list-style-type: none"> <li>• Minimum 3 years of relevant work experience in the Marine / Offshore industry Machinery / Piping retrofit / conversion / repair engineering support.</li> </ul>	<ul style="list-style-type: none"> <li>• Primary duties include on-site marine engineering service, selection of equipment, pipe routing, detail design engineering of Machinery &amp; Piping system, and perform in accordance with specified requirements within the stipulated time.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 7.30am to 5.00pm</li> <li>• 33 Tuas Crescent</li> </ul>
Manager, Design (Engineering)	<ul style="list-style-type: none"> <li>• Minimum 15 years of relevant work experience in the Marine/Offshore industry Hull &amp; Hull / Naval Architecture design.</li> </ul>	<ul style="list-style-type: none"> <li>• Independently overseeing design project and develop naval architecture &amp; hull design.</li> <li>• Provide assistance in enhancing the skills and knowledge of team members to support their professional development.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 7.30am to 5.00pm</li> <li>• 33 Tuas Crescent</li> </ul>
Senior / Executive, Admin Operation	<ul style="list-style-type: none"> <li>• Minimum 2 years of experience in dormitory and office management preferred</li> </ul>	<ul style="list-style-type: none"> <li>• This position will be responsible in supporting the Administrative Function of the Company which includes but not limited to management of worker's dormitory facilities, canteen operations, transport arrangements and all other administrative related.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 7.30am to 5.00pm</li> <li>• 33 Tuas Crescent</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Senior / Hull Engineer (Engineering)	<ul style="list-style-type: none"> <li>Minimum 3 years of relevant work experience in the Marine / Offshore industry Hull &amp; Outfitting newbuilding engineering design.</li> </ul>	<ul style="list-style-type: none"> <li>Responsible for delivering the respective project design drawing and document according to project plan schedule.</li> <li>Consult with Owner and Classification Society for the specific design requirement compliance, review, and approval.</li> <li>Perform FE analysis using FEMAP.</li> <li>Perform structural calculation, and design.</li> <li>Prepare arrangement &amp; detail structure drawings and outfitting drawings.</li> <li>Prepare detailed compartment layouts, space management and integration with other engineering disciplines.</li> </ul>	<ul style="list-style-type: none"> <li>5-days per week</li> <li>7.30am to 5.00pm</li> <li>33 Tuas Crescent</li> </ul>
Senior / Engineer, Mechanical (Engineering)	<ul style="list-style-type: none"> <li>Minimum 5 years of relevant work experience in the Marine / Offshore industry Machinery / Piping new-building engineering design.</li> </ul>	<ul style="list-style-type: none"> <li>Able to perform and represent as a Lead Engineer for Engineering Mechanical for Projects like Major Repair / Upgrading / Conversion Projects or New Build Projects.</li> <li>Able to perform as a Mechanical Senior Engineer to generate and complete the assigned tasks for Projects within allocated timeline and high degree of accuracy.</li> <li>Able to perform as a responsible mechanical team member to provide technical support for site mechanical technical issue and manage multiple mechanical tasks as assigned.</li> </ul>	<ul style="list-style-type: none"> <li>5-days per week</li> <li>7.30am to 5.00pm</li> <li>33 Tuas Crescent</li> </ul>
Ship Repair Manager	<ul style="list-style-type: none"> <li>Minimum 5 years of experience in Shipyard environment.</li> <li>Knowledge of shipyard production trade activities.</li> <li>Good leadership and communication skills.</li> <li>Understanding of ship Operations, Repair works, Ship repair management</li> <li>Safety Instruction Course for Ship – Repair Managers.</li> </ul>	<ul style="list-style-type: none"> <li>Responsible for overall coordination of all activities of the repair / new build / conversion projects to achieve timely completion, in line with occupational health and safety, environment, quality, productivity and commercial aspects.</li> </ul>	<ul style="list-style-type: none"> <li>5-days per week</li> <li>7.30am to 5.00pm</li> <li>33 Tuas Crescent</li> </ul>

## 11. Penguin International

Penguin is a Singaporean homegrown, publicly listed designer, builder, owner, and operator of high-speed aluminum craft, ranging from standardized stock vessels to complex bespoke designs. Through a group of wholly owned, integrated subsidiaries, we own and operate a fleet of crew boats, ferries, and workboats, and we build a variety of high-speed craft at our shipyards in Singapore and Batam, Indonesia. Our business is backed by a strong balance sheet and led by an experienced hands-on management team. We are committed to maintaining a high standard of public accountability and social responsibility.

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Designer, Mechanical	<ul style="list-style-type: none"> <li>• Bachelor's degree in mechanical engineering or related engineering disciplines.</li> <li>• Minimum 3 years' experience in planning, designing in piping design or a similar capacity in the marine and offshore industry preferred.</li> <li>• Good firsthand working knowledge of class rules and international regulations.</li> <li>• Good firsthand working knowledge in the interpretation of piping isometrics, spool drawings, and MTO.</li> <li>• Working knowledge of design and 3D ship modelling software.</li> </ul>	<ul style="list-style-type: none"> <li>• Perform basic and detailed marine integration and design.</li> <li>• Generate detailed calculations and drawings for piping design as per project specification, relevant class rules and international regulations; including but not limited to material specifications, sizing calculations, schematic diagram design, P&amp;ID drawing, layout plans, pump sizing and selection.</li> <li>• Develop procurement technical specifications based on project specifications.</li> <li>• Work with QA / QC to define acceptance criteria for inspection, test, and trials to ensure that vessels meet owners' standards and specifications.</li> <li>• Attend tests and trials, and assist in data evaluation, fault finding, failures analysis etc.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8.15am to 5.15pm</li> <li>• 21 Tuas Rd</li> </ul>
Designer, Electrical	<ul style="list-style-type: none"> <li>• Bachelor's degree in electrical engineering or related engineering disciplines.</li> <li>• Minimum 3 years' experience in a similar capacity, preferably in aluminum high-speed vessels.</li> <li>• Sailing experience in an engineer's capacity would be an advantage.</li> <li>• Working knowledge in programming, automation and PLC would be an advantage.</li> <li>• Effective communication skills in written and spoken English.</li> <li>• Proficient in relevant Microsoft office programs, including Microsoft project.</li> </ul>		<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8.15am to 5.15pm</li> <li>• 21 Tuas Rd</li> </ul>
Designer, Naval Architecture	<ul style="list-style-type: none"> <li>• Bachelor of Engineering in Naval Architectures or related engineering disciplines.</li> <li>• Minimum 3 years' experience in a similar capacity in the marine and offshore industry.</li> <li>• Good firsthand working knowledge of class rules and international regulations.</li> <li>• Working knowledge of design and 3D ship modelling software.</li> </ul>		<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8.15am to 5.15pm</li> <li>• 21 Tuas Rd</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Master	<ul style="list-style-type: none"> <li>• Relevant Certificate of Competency; CoC 3,4,5 (Deck).</li> <li>• Valid Steersman or Helmsman License.</li> <li>• Meticulous in record keeping and documentation.</li> <li>• Able to work as per scheduled roster, including weekends and public holidays, and shift work as required.</li> </ul>	<ul style="list-style-type: none"> <li>• Be in command of the vessel and crew, as per Company SMS.</li> <li>• Navigate and operate the vessel in accordance with MPA Port Regulations, COLREGs, SOLAS, Marpol.</li> <li>• Oversee the safety of the vessel, crew, and passengers.</li> <li>• Supervise the crew in all operational and safety procedures, as per Company SMS.</li> </ul>	<ul style="list-style-type: none"> <li>• Based on duty roster</li> <li>• Bukom or Marina South Pier</li> </ul>
Chief Engineer	<ul style="list-style-type: none"> <li>• Relevant Certificate of Competency; CoC 3,4,5 (Engine).</li> <li>• Meticulous in maintaining machinery and equipment in top condition.</li> <li>• Able to work as per scheduled roster, including weekends and public holidays, and shift work as required.</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for the operation of the engine room and any maintenance of machinery onboard the vessel.</li> <li>• Conduct planned maintenance as scheduled according to the PMS.</li> <li>• Maintain up-to-date inventory for parts, fuel, and oil, put up requisitions as required.</li> <li>• Ensure that the engine room is well kept, clean and safe always.</li> <li>• Always ensure sufficient fuel and battery capacity for the required operations.</li> <li>• Responsible for taking immediate and follow-up actions when there is any machinery or equipment failure.</li> </ul>	<ul style="list-style-type: none"> <li>• Based on duty roster</li> <li>• Bukom or Marina South Pier</li> </ul>



## 12. Strategic Marine

Headquartered in Singapore, Strategic Marine (S) Pte Ltd ("Strategic Marine") is a dynamic shipbuilding company with an international book of business and is renowned for producing quality, high performance commercial and defense & security vessels for markets across the globe. Strategic Marine originated as Geraldton Boat Builders Pty Ltd in 1984 in the Western Australian port of Geraldton, with a focus of constructing high performance offshore fishing boats.

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Commercial Estimator	<ul style="list-style-type: none"> <li>• Minimum 5 - 10 years of experience in a similar role with proven history within similar industry (Engineering, Ship Building, Heavy Manufacturing, Oil &amp; Gas)</li> <li>• Past experiences in new build aluminum vessel cost estimate and ability to write shipbuilding technical specification is highly desirable.</li> <li>• Diligent.</li> <li>• Good-time management skills</li> <li>• Able to perform multi-task under challenging environment yet maintaining accuracy in cost estimate and technical proposal.</li> <li>• Critical-thinker and analytical person</li> <li>• Experience in the management of commercial and defense shipbuilding proposals</li> <li>• Ability to produce and present complex solutions of between USD\$5M to USD\$100M in value.</li> <li>• Formal management or engineering qualifications highly desirable</li> <li>• High level of presentation skills</li> <li>• Performance and outcome orientation</li> <li>• Commercial acumen</li> <li>• Strong networks in industry</li> <li>• Commitment to continuous improvement, teamwork, and open communications.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure technical proposal write up is accurate and according to latest rules and regulations.</li> <li>• Source, negotiate and obtain best prices and quotes from vendors and subcontractors.</li> <li>• Review terms and conditions of subcontractors and vendors quotes.</li> <li>• Submit and perform ship building projects cost estimation for management approval.</li> <li>• Understand shipbuilding process, classification societies regulations and statutory rules.</li> <li>• Prepare professionally written detailed technical specifications write up proposal for new build aluminum and steel vessels.</li> <li>• Study projects specification to understand customer's requirement by identifying project requirements, labor, and material costs.</li> <li>• Interpret blueprints and analyze related applicable documents to prepare estimates.</li> <li>• Collaborate closely with vendors, subcontractors, engineers, and naval architects, external ship designer and classification societies during estimate creation to ensure overall accuracy.</li> <li>• Adhere to company standard and guidelines when providing cost estimate focusing on maximizing profit while mitigate any potential risks to the company.</li> <li>• Cash flow budgeting.</li> <li>• Assist sales team in tender preparation transactions.</li> <li>• Support sale teams with project pricing in a timely manner.</li> <li>• Maintain thorough records of all project documentation.</li> <li>• Any ad-hoc duties as assigned.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8am to 5pm</li> <li>• 5 Benoi Rd</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Contract Engineer	<ul style="list-style-type: none"> <li>• For Singaporeans with own driving license.</li> <li>• Degree or Diploma in Engineering, or similar disciplines.</li> <li>• Minimum 3 years of site experience on shipbuilding and activities.</li> <li>• Proven experience as a Contract Engineer, Contract Manager, or similar role in a relevant industry.</li> <li>• Strong understanding of contract law, legal terminology, and industry-specific regulations.</li> <li>• Exceptional negotiation and communication skills, both written and verbal.</li> <li>• Meticulous with the ability to analyze complex documents and data.</li> <li>• Proficiency in contract management software and Microsoft Office Suite.</li> <li>• Excellent organizational and time-management abilities.</li> <li>• Strong critical thinking skills and the ability to work independently and in cross-functional teams.</li> </ul>	<ul style="list-style-type: none"> <li>• As a Contract Engineer, will play a crucial role in managing and overseeing contractual agreements within our organization.</li> <li>• Will be responsible for monitoring, negotiating, and administering contracts, ensuring compliance with legal regulations and company policies.</li> <li>• Mindfulness and strong communication skills, and/or legal expertise will contribute to the success of our projects and partnerships with our clients.</li> </ul> <p><b>Duties:</b></p> <ul style="list-style-type: none"> <li>• Contract Negotiation: Collaborate with internal teams and external stakeholders to negotiate favorable terms, ensuring that contracts are mutually beneficial.</li> <li>• Risk Assessment: Evaluate contract terms and conditions to identify potential risks and propose mitigation strategies to protect the organization's interests.</li> <li>• Compliance Management: Ensure all contracts adhere to legal requirements, industry regulations, and company policies, and regularly update contracts, as necessary.</li> <li>• Contract Administration: Monitor and track contract performance, including deadlines, deliverables, and obligations, and facilitate necessary changes or amendments.</li> <li>• Dispute Resolution: Manage contract-related disputes and conflicts, working towards amicable resolutions while safeguarding the organization's interests.</li> <li>• Documentation and Reporting: Maintain accurate records of all contracts, correspondence, and negotiations, and provide regular reports to management on contract status and performance.</li> <li>• Interpersonal Management</li> <li>• Communication with client, suppliers, and inter-department to ensure the success of the project.</li> <li>• Communications with all levels in the organization.</li> <li>• Develop and maintain key external relationships with partners, clients, regulatory bodies, and organizations.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8am to 5pm</li> <li>• 5 Benoi Rd</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Design Engineer	<ul style="list-style-type: none"> <li>• Degree or Diploma in Naval Architecture, Engineering, or similar disciplines</li> <li>• Minimum 5 years of drafting experience in ship / boat design</li> <li>• Experience in understanding design across a range of vessel types, in particular HSC Code 2000</li> <li>• Experience with latest ACAD and other drafting / design programs</li> <li>• Experience with all facets of ship design in a production environment supporting several projects.</li> <li>• Passion for quality work and desire for improvement</li> <li>• Independent, objective-driven, reliable, and motivated.</li> <li>• Excellent grasp of the English language.</li> <li>• Clear understanding of model / paper space in a CAD environment</li> <li>• Exceptional diligence</li> <li>• Demonstration of sensitivity to culturally diverse environments</li> <li>• Ability to devise and implement innovative work practices aimed at improving productivity.</li> <li>• Excellent organizational skills with a strong focus on achieving results.</li> </ul>	<ul style="list-style-type: none"> <li>• The Design Engineer is responsible for generating the design information required for construction and to ensure compliance to rules and regulations as defined in the specifications.</li> <li>• Provide technical and design expertise.</li> <li>• Understanding of Class and Flag requirements</li> <li>• Scheduling of deliverables to support project schedule</li> <li>• Produce detailed schematic drawings and construction drawings for vessel systems.</li> <li>• Updating as built drawings</li> <li>• Adhere to company design standards.</li> <li>• Provide continual improvements to design with relevance to industry standards.</li> <li>• Liaise with project teams and supervisors for information.</li> <li>• Work with external designers, suppliers and contractors.</li> <li>• Interaction with Classification Societies and other relevant regulatory authorities</li> <li>• Communicate regularly with Senior Operation Manager.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8am to 5pm</li> <li>• 5 Benoi Rd</li> </ul>
Electrical Designer	<ul style="list-style-type: none"> <li>• Degree or Diploma in Electrical or similar disciplines</li> <li>• Understanding of ship systems and able to interpret engineering drawings</li> <li>• Knowledge in use of MS Office, AutoCAD</li> <li>• Passion for quality work and desire for improvement</li> <li>• Independent, objective-driven, reliable, and motivated</li> <li>• Excellent grasp of the English language</li> <li>• Demonstration of sensitivity to culturally diverse environments</li> <li>• Ability to devise and implement innovative work practices aimed at improving productivity.</li> </ul>	<ul style="list-style-type: none"> <li>• Work with project engineers to define electrical &amp; electronic system design specifications.</li> <li>• Validates electrical designs and technical data for ship systems.</li> <li>• Manage external vendor and contractors to deliver systems that meet design specification and regulatory regulations.</li> <li>• Responsible for on time, on budget, delivery of electrical systems</li> <li>• Provide guidance to ensure commissioning of vessel systems are completed on time.</li> <li>• Ensuring the quality of deliverables are met.</li> <li>• Adhering with approved company processes</li> <li>• Continually seek to identify &amp; minimize areas of risk and/or waste.</li> <li>• Provide technical and design expertise.</li> <li>• Understanding of Class and Flag requirements</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8am to 5pm</li> <li>• 5 Benoi Rd</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		<ul style="list-style-type: none"> <li>• Ensure OHS&amp;E policies &amp; guidelines are adhered to.</li> </ul>	
HSE Coordinator	<ul style="list-style-type: none"> <li>• Degree or Diploma in Engineering, or similar disciplines</li> <li>• Project Management Certification (PMP, PRINCE2)</li> <li>• Minimum 5 years of project engineering experience</li> <li>• Understanding of ship systems and able to interpret engineering drawings</li> <li>• Knowledge in use of MS Office.</li> </ul>	<ul style="list-style-type: none"> <li>• Assist in reviewing and updating Company's Safety Management System manual and support safety programs / initiative.</li> <li>• Assist in preparing and implementing safe work procedure and risk assessment.</li> <li>• Assist in incident investigation, analyzing and determining the root cause of reported incidents.</li> <li>• Provide support on daily operations relating to Workplace Safety and Fire Safety</li> <li>• Conduct daily site recces and inspections with relevant personnel.</li> <li>• Conduct in-house HSE training and Induction.</li> <li>• Prepare HSE related reports as assigned.</li> <li>• Proactive and willing to assume challenges.</li> <li>• Any other duties as assigned.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8am to 5pm</li> <li>• 5 Benoi Rd</li> </ul>
Naval Architect	<ul style="list-style-type: none"> <li>• Degree or Diploma in Naval Architecture, Mechanical or Marine Engineering</li> <li>• 5 years of experience in a design office or shipyard environment</li> <li>• Experience in ship systems engineering</li> <li>• Experience in design of engineering mechanical components</li> <li>• Experience in aluminum and steel vessels</li> <li>• Knowledge of Classification Society regulations</li> <li>• Experienced in AUTOCAD 2D &amp; 3D, Rhinoceros, SolidWorks or other equivalent 3D software and Microsoft Office Suite.</li> </ul>	<ul style="list-style-type: none"> <li>• Preliminary vessel concept work for tendering</li> <li>• Prepare 2D &amp; 3D drawings / models for construction.</li> <li>• Engineering system calculations to various classification society rules</li> <li>• Preparation &amp; review of production drawings for construction</li> <li>• Follow approved company processes as defined in the Strategic Marine Business Management System</li> <li>• Assist in the development of design office standards / procedures.</li> <li>• Able to take on project management tasks.</li> <li>• Ensure OHSE policies &amp; guidelines are conducted.</li> <li>• Provide regular communications to the Design Manager</li> <li>• Attend Design &amp; Project meetings and conference calls.</li> <li>• Provide info on work accomplished for B.O.D. reports on monthly basis to the Design Manager</li> <li>• Ensure proper filing and documentation of drawings, calculations &amp; other project documents in the design server.</li> <li>• Maintain an accurate project design register.</li> <li>• Provide weekly timesheets to Accounts and Design Manager.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8am to 5pm</li> <li>• 5 Benoi Rd</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
Project Admin Executive	<ul style="list-style-type: none"> <li>• Minimum 2 years of experience administration</li> </ul>	<ul style="list-style-type: none"> <li>• To assist and contribute to execute the works relating to the project coordination between each department and classification, working out and monitor project schedule and planning.</li> <li>• To control documentations of the equipment and material.</li> <li>• To compile vendor's manual and drawings for delivery documentation</li> <li>• To issue Purchase Requisition Forms for all purchase.</li> <li>• Follow-up &amp; close all OFE related GDN.</li> <li>• Arrange project punch list follow-up.</li> <li>• Prepare &amp; follow-up on Subcontractor contract development, and payment.</li> <li>• Assist with other office work.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8am to 5pm</li> <li>• 5 Benoi Rd</li> </ul>
Project Engineer	<ul style="list-style-type: none"> <li>• Degree or Diploma in Engineering, or similar disciplines</li> <li>• Project Management Certification (PMP, PRINCE2)</li> <li>• Minimum 5 years of project engineering experience</li> <li>• Understanding of ship systems and able to interpret engineering drawings</li> <li>• Knowledge in use of MS Office, AutoCAD</li> <li>• Passion for quality work and desire for improvement</li> <li>• Independent, objective-driven, reliable, and motivated.</li> <li>• Excellent grasp of the English language.</li> <li>• Demonstration of sensitivity to culturally diverse environments</li> <li>• Ability to devise and implement innovative work practices aimed at improving productivity.</li> <li>• Excellent organizational skills with a strong focus on achieving results.</li> </ul>	<ul style="list-style-type: none"> <li>• The Project Engineer supports the Project Manager to ensure the successful delivery of project.</li> <li>• The Project Engineer shall adhere to company, industry, and regulatory guidelines to ensure the successful project delivery as defined by the company.</li> <li>• Ensure project, and other specified products and services, are produced and delivered in accordance with contractual requirements and specifications.</li> <li>• Responsible for on time, on budget, delivery of project</li> <li>• Ensuring the quality of deliverables are met.</li> <li>• Adhering with approved company processes</li> <li>• Continually seek to identify &amp; minimize areas of risk and/or waste.</li> <li>• Understanding of Class and Flag requirements</li> <li>• Creating material request based on budget, design, and specification.</li> <li>• Oversee all project deliverables including documentation and training.</li> <li>• Ensure OHS&amp;E policies &amp; guidelines are adhered to.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8am to 5pm</li> <li>• 5 Benoi Rd</li> </ul>
QA / QC Inspector	<ul style="list-style-type: none"> <li>• Diploma in Mechanical / Quality Assurance Engineering or equivalent</li> <li>• Minimum 3 years of relevant experience</li> <li>• Positive working attitude and ability to work in a challenging environment.</li> <li>• Good Organizational and planning skill</li> <li>• Able to work independently and as a team.</li> <li>• Prefer immediate starter.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure standard operating procedures (SOPs) is closely adhered to across organizational departments.</li> <li>• Allocate quality activities, roles, and responsibilities according to functional requirements and individual competencies.</li> <li>• Ensure departments are operating in alignment with organization's quality policies.</li> <li>• Ensure that production work activities meet the required quality requirements.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8am to 5pm</li> <li>• 5 Benoi Rd</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		<ul style="list-style-type: none"> <li>• Conduct internal QMS audit on documentation where required and reporting of quality-related issues.</li> <li>• Audit other departments' processes, SOPs, and work areas for QA compliance.</li> <li>• Audit vendors' compliance to organizations and regulatory quality standards.</li> <li>• Perform due diligence on vendor quality and to advise on contract renewals and/or terminations.</li> <li>• Plan regular internal inspections in accordance with relevant procedures.</li> <li>• Ensure proper management of equipment and system qualification and validation.</li> <li>• Execute required tests and inspections in accordance with inspection and test plans (ITPs)</li> <li>• Classify identified faults and prioritize corrective measures based on criticality of issues.</li> <li>• Coordinate testing and commissioning work by team members and other departments.</li> <li>• Coordinate with classification societies' and owners' representatives for relevant inspections.</li> <li>• Facilitate continuous improvement of production quality by implementing corrective and preventative actions (CAPA) plans.</li> <li>• Use quality monitoring data management systems to compile and track performance.</li> <li>• Analyze quality assessment reports to identify gaps and improvements.</li> <li>• Conduct transaction monitoring against quality criteria covering in-process quality oversights.</li> <li>• Collaborate with the Procurement and Engineering departments to analyze the root cause of quality issues and implement quality improvement measures.</li> <li>• Implement both short and long-term quality solutions in alignment with quality frameworks, policies, and requirements.</li> <li>• Escalate complex issues in improving work products and/or services quality to team members.</li> <li>• Maintain up-to-date master lists and proper control of all released quality management system (QMS) documents.</li> <li>• Ensure documents and record-keeping follow quality procedures for internal and external audits.</li> <li>• Ensure quality documents related to the project are maintained regularly for final dossier compilation.</li> </ul>	

Job Positions	Pre-requisites	Key Responsibilities	Working hours/ Location
		<ul style="list-style-type: none"> <li>• Generate test and audit reports and present results to team members.</li> </ul>	
Warranty Engineer	<ul style="list-style-type: none"> <li>• For Singaporeans with own driving license.</li> <li>• Degree or Diploma in Engineering, or similar disciplines.</li> <li>• Minimum 3 years of site experience on shipbuilding and repair environment and activities.</li> <li>• Understanding of ship systems and able to interpret engineering drawings.</li> <li>• Knowledge of the use of MS Office, AutoCAD, or similar design software viewer.</li> <li>• Passion for quality work and desire for improvement.</li> <li>• Independent, objective-driven, reliable, and motivated.</li> <li>• Excellent grasp of English, and Chinese language to liaise with Chinese clients.</li> <li>• Demonstration of sensitivity to culturally diverse environments.</li> <li>• Ability to devise and implement innovative work practices aimed at improving productivity.</li> <li>• Excellent organizational skills with a strong focus on achieving results.</li> </ul>	<ul style="list-style-type: none"> <li>• To assist and contribute to execute the works relating to the project coordination between each department and classification, working out and monitor project schedule and planning.</li> <li>• The Warranty Engineer shall be on-site liaison for all matters in relation to the job if required.</li> <li>• The Warranty Engineer shall adhere to company, industry, and regulatory guidelines as defined by the company.</li> </ul> <p><b><u>Duties:</u></b></p> <ul style="list-style-type: none"> <li>• Ensure warranty jobs and other specified products and services, are produced, and delivered in accordance with contractual requirements and specifications.</li> <li>• Responsible for on time, on budget, delivery of warranty jobs.</li> <li>• Project costings, estimation, quotation.</li> <li>• Ensuring the quality of deliverables is met.</li> <li>• Adhering with approved company processes</li> <li>• Continually seek to identify &amp; minimize areas of risk and/or waste.</li> <li>• Understanding of Class and Flag requirements.</li> <li>• Creating material requests based on budget, design, and specification.</li> <li>• Oversee all project deliverables including documentation and training.</li> <li>• Ensure OHS&amp;E policies &amp; guidelines are adhered to.</li> <li>• Manage warranty claim / support for New-Build Vessel.</li> <li>• Takes a firsthand approach to complete tasks.</li> <li>• Conduct vessel survey, meet potential clients on-site or off-site when required.</li> <li>• Travel when required.</li> <li>• Interpersonal Management</li> <li>• Communication with client, suppliers, and inter-department to ensure the success of the project.</li> <li>• Communications with all levels in the organization.</li> <li>• Develop and maintain key external relationships with partners, clients, regulatory bodies, and organizations.</li> </ul>	<ul style="list-style-type: none"> <li>• 5-days per week</li> <li>• 8am to 5pm</li> <li>• 5 Benoi Rd</li> </ul>



## Events:

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