NTUC Career Festival

13 to 14 February 2026

JOB LISTING BOOKLET

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

About e2i (Employment and Employability Institute)

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

Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

Participating Companies

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#1 3echo 21

- AI Engineer 💼 ⭐ 21
- AI Strategy Manager 💼 ⭐ 22

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Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

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Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

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- Laundry Attendant ⭐ 96
- Maintenance Officer 💼 96
- Projects Executive 💼 97
- Projects Manager 💼 97
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- Software Engineer 💼 103
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#12 Certis Group 107

Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

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- Senior Consultant 💼 111

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- Senior/Finance Admin Assistant ⭐ 124

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Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

- DevSecOps Engineer 💼 ⭐ 126
- Fullstack Developer 💼 ⭐ 127
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- UIUX Designer 💼 ⭐ 132

#18 Exceltec Property Management 133

- Accounts Officer/Executive 💼 133
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- Cleaning Supervisor 143
- Condominium / Building / Complex Manager (MCST) 💼 144
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- Facilities Executive 💼 147
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Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

- Team Manager (MCST) 💼 167
- Technical Officer (FM) 💼 169
- Technician (Roving Supervisor - FM) 💼 169
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- Technician/Senior Technician (Electrical/M&E) 173
- Warehouse Supervisor 💼 173

#19 GE Aerospace 176

- Assistant Facilitator 💼 176
- Component Repair Technician (Automation & Robotics) 💼 ⭐ 177
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- Component Repair Technician (V&D Inspector) 💼 ⭐ 179
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- Inspector (Metallurgy) 💼 ⭐ 181
- Lead Engineer - Machining Process 💼 182
- Lead Field Service Engineer - Business Aviation 💼 183
- Machine Maintenance Technician 💼 ⭐ 186
- Manufacturing Specialist - Production Supervision 💼 188
- Trainee Component Repair Technician (NDT) 💼 ⭐ 189

#20 Go-Ahead Singapore 191

- Bus Captain ⭐ 191
- Customer Care Executive 💼 ⭐ 191
- Customer Service Officer ⭐ 193
- Engineering Supervisor 💼 ⭐ 193
- Fleet Support Assistant ⭐ 194
- Fleet Support Officer ⭐ 195
- Interchange Support Officer ⭐ 196
- Mileage Officer ⭐ 197
- Service Controller 💼 ⭐ 198
- Technical Specialist ⭐ 199
- Traffic Inspector ⭐ 199

#21 Huawei 201

- Cloud Solutions Architect 💼 201
- Commercial Contract Manager 💼 202
- Core Network Engineer 💼 203
- Core Network Product Manager 💼 203

Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

- Digital Power Solution Engineer 💼 ⭐ 205
- Enterprise Service Manager 💼 205
- Fixed Network Product Manager 💼 207
- IP Solution Manager 💼 ⭐ 208
- IT Solution Manager 💼 209
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- Marketing Executive 💼 ⭐ 212
- Network/IP Engineer 💼 ⭐ 212
- Partner Account Manager 💼 213
- PO Specialist 💼 214
- Project Manager 💼 ⭐ 215
- Software Engineer 💼 ⭐ 216
- Storage/IT Engineer 💼 ⭐ 217
- Wireless Product Manager 💼 ⭐ 218

#22 KFC & Pizza Hut 220

- Customer Service Agent 💼 220
- F&B Supervisor/ Assistant Manager ⭐ 220
- Project Executive / Senior Project Executive 💼 221
- Real Estate Manager / Assistant Manager 💼 221
- Training Executive 💼 222

#23 KPP Packaging 223

- A/MLI Developer / Machine Learning Engineer 💼 ⭐ 223
- Junior AI Developer 💼 ⭐ 225
- Junior Data Analyst 💼 ⭐ 226

#24 Longbridge Securities 227

- Backend Software Engineer 💼 227
- Business Development & Partnerships Manager 💼 227
- Community Operations 💼 228
- Night Shift Dealer 💼 229

#25 Marina Bay Sands 231

- Butler ⭐ 231
- Cage Cashier ⭐ 231
- Chef de Partie 232

Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

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- Customer Relations Executive ⭐ 235
- Dealer(FT/PT) ⭐ 236
- Doorperson/Bellhop ⭐ 237
- F&B Bartender ⭐ 240
- F&B Captain 241
- F&B Cashier ⭐ 241
- F&B Cocktail Server ⭐ 241
- F&B Host/Hostess ⭐ 242
- F&B Service Attendant ⭐ 242
- Guest Engagement Officer ⭐ 243
- Guest Service Agent Front Office ⭐ 244
- Guest Service Agent, Mall Concierge ⭐ 247
- Guest Service Agent, Public Areas Department ⭐ 248
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- Limo Driver 250
- Limousine Dispatcher (Coordinator) 251
- Minibar Guest Service Agent ⭐ 252
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- Security Officer/Senior Security Officer (With experience) ⭐ 255
- Slot Ambassador ⭐ 256
- Surveillance Officer 💼 ⭐ 257
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- Visitor Experience Agent ⭐ 259

#26 NTT Data 261

- AI Solutions Delivery Lead 💼 261
- Application Presales Architect (Data & AI) 💼 262
- Application Presales Architect (Government & Public Sector) 💼 264
- Cross Technology Managed Services Engineer (L3) - IT network security 💼 266
- Manager, DevOps 💼 267
- Senior Information Systems Engineer (L3) 💼 270
- Senior Network Engineer (Enterprise/ DC Delivery) 💼 272
- Service Delivery Governance Specialist 💼 273
- Service Delivery Specialist 💼 276
- Technical Account Specialist 💼 277

Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

#27 NCS 279

- Communications Engineer (Nucleus Graduate Programme) 💼 ⭐ 279
- Cyber Analyst (Fusion Poly Graduate Programme) 💼 ⭐ 282
- Infra Network Engineer 💼 284
- Infra Systems Engineer 💼 285
- Infrastructure Engineer (Fusion Poly Graduate Programme) 💼 ⭐ 287
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- Project Executive 💼 294
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- Snr / Project Manager 💼 306
- Software Engineer (Fusion Poly Graduate Programme) 💼 ⭐ 309
- Software Engineer (Nucleus Graduate Programme) 💼 ⭐ 310
- Systems Executive, Security Systems 💼 312

#28 PIXLR 314

- Gen AI Business Development Intern 💼 314
- Gen AI Business Development Manager/ Executive 💼 ⭐ 315
- Gen AI Business Operations Manager/ Executive 💼 ⭐ 317
- Gen AI Training Manager / Trainer 💼 ⭐ 318
- Gen AI Transformation Consultant 💼 ⭐ 320

#29 PSA Corporation 323

- Assistant Executive(Flow Centre & Depot Management) 💼 ⭐ 323
- Assistant Executive(Customer Service) 💼 ⭐ 323
- Assistant Executive(LCL Import Planning) 💼 ⭐ 324
- Assistant Executive(Trucking and Warehousing) 💼 ⭐ 325
- Assistant Operations Executive 💼 ⭐ 325
- Electrical Engineer (Digital Systems) 💼 ⭐ 325
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Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

- Operations Executive 💼 ⭐ 327
- Senior Technical Officer (Construction & Project Management) 💼 ⭐ 327
- Service Engineer (Digital Systems) 💼 ⭐ 328
- Systems Analyst 💼 ⭐ 328
- Technical Officer (Building Management) 💼 ⭐ 329
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- Technical Specialist(Service Recovery) 💼 ⭐ 330
- Technical Specialist (Equipment Engineering) 💼 ⭐ 331
- Workplace Safety & Health Officer 💼 ⭐ 331

#30 PwC Singapore (13 February Only) 332

- Financial Services Assurance - Accountancy Associate 💼 ⭐ 332
- General Assurance - Accountancy Associate 💼 ⭐ 332
- Goods and Services Tax Associate 💼 ⭐ 333
- Risk Services - AI Hub Transformation Associate 💼 ⭐ 333
- Risk Services - Cyber Security Audit Associate 💼 ⭐ 334
- Risk Services - Cyber Technology New Areas Associate 💼 ⭐ 334
- Risk Services - Digital Audit Associate 💼 ⭐ 339
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- Tax - Digital Tax (Data Scientist) Associate 💼 ⭐ 342
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#31 Raffles Hotel Singapore..... 345

- Accounting Officer (Accounts Receivable) 💼 345
- Assistant Executive Housekeeper 💼 345
- Assistant Housekeeper 💼 346
- Bellman ⭐ 346
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- Food & Beverage Service Associate ⭐ 347
- Food & Beverage Service Executive ⭐ 348
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Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

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- Resident Bartender ⭐ 352
- Security Officer 352
- Senior / Facilities Technician ⭐ 353
- Senior / Housekeeping Attendant (Rooms) ⭐ 353
- Senior / Raffles Service Manager (Reservations) 💼 354
- Sommelier 💼 354
- Sous Chef / Junior Sous Chef (Pastry) 354
- Spa Attendant ⭐ 355
- Spa Therapist 355

#32 recruitSG (14 February Only) 357

- Back of House ⭐ 357
- Business Development Executive 💼 ⭐ 359
- Creative GenAI Executive 💼 ⭐ 361
- Customer Success Executive 💼 ⭐ 361
- Digital Media Executive 💼 ⭐ 364
- Front of house ⭐ 365
- Goods Packer ⭐ 367
- Human Resource Consultant 💼 ⭐ 369
- Human Resource Specialist 💼 ⭐ 371
- Investment Analyst 💼 ⭐ 372
- Operations / Logistics(FT/PT) ⭐ 373
- Recruitment Consultant 💼 ⭐ 374
- Sales Consultant 💼 ⭐ 376
- Service Crew ⭐ 378
- SME Sales Consultant 💼 ⭐ 380
- Travel Operations Associate 💼 ⭐ 381

#33 Red Alpha Cybersecurity 383

- Cybersecurity Specialist 💼 ⭐ 383
- Full Stack Infra Engineer 💼 ⭐ 384

Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

- Software Engineer 💼 ⭐ 385

#34 Resorts World Sentosa 387

- Chef De Partie ⭐ 387
- Director/Assistant Director, Gaming Technology Services 💼 388
- Executive, Procurement (Central) 💼 ⭐ 391
- Front Office Executive(The Laurus) 392
- Guest Experience Lead (F&B) ⭐ 393
- Guest Experience Lead (Hotels) ⭐ 393
- Hospitality Executive(F&B) 394
- Hospitality Executive (F&B, Bartending) 394
- IT Business Analyst (SAP Basis module) 💼 395
- IT Business Analyst (SAP Maintenance module) 💼 400
- Junior Sous Chef 404
- Operations Executive(Estate Management) 404
- Procurement Executive, Systems Support (18 Months Contract) 💼 ⭐ 405
- Reservations Executive(The Laurus) 406
- Senior Executive/Executive, Procurement (F&B - 18 months Contract) 💼 ⭐ 407
- Senior Executive/Executive, Procurement (M&E) 💼 ⭐ 408
- Senior Platform Engineer, DevSecOps 💼 410
- Senior/Manager, IT Business Analyst (Finance) 💼 411
- Senior/Manager, IT Business Analyst (SAP Finance & Controlling module) 💼 415
- Senior/Manager, IT Business Analyst (Supply Chain) 💼 419
- Senior/Manager, IT Business Analyst (Technical) 💼 423
- Sous Chef 427
- Systems Operation Engineer (Wintel & Active Directory) 💼 427

#35 SATS 430

- Air Hub Specialist - AIC ⭐ 430
- Air Hub Specialist - Baggage ⭐ 430
- Air Hub Specialist -Ramp/ Tech Ramp ⭐ 430
- Aircraft Aesthetics Specialist - AIC ⭐ 431
- Assistant Manager/ Manager, Operational Excellence 💼 ⭐ 431
- Auxiliary Police Officer ⭐ 432
- Cargo Coordinator ⭐ 432
- Customer Care Specialist ⭐ 433
- Customer Service Agent ⭐ 433

Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

- Driver ⭐ 434
- Engineering Technician - Apron ⭐ 434
- Engineering Technician - Catering ⭐ 434
- Equipment Operator (Cargo) ⭐ 435
- Executive/ Senior Executive, HSSE APAC (System Administration) 💼 ⭐ 436
- Food Assembly Assistant ⭐ 438
- Graduate Assimilation Programme ⭐ 438
- Loading Delivery Assistant ⭐ 439
- Operations Assistant (Cabin Services) ⭐ 439
- Operations Assistant (Cargo) ⭐ 440
- Operations Assistant (Catering) ⭐ 440
- Operations Assistant (Equipment) ⭐ 441
- Operations Assistant (Food Checker) ⭐ 441
- Passenger Services Associate ⭐ 442
- Ramp Associate ⭐ 443
- Security Officer ⭐ 445
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- Trainee Air Hub Lead - AIC ⭐ 446
- Trainee Air Hub Lead - Baggage ⭐ 447
- Trainee Air Hub Lead - Flight Ops ⭐ 447
- Trainee Air Hub Lead - Load Control ⭐ 448
- Trainee Air Hub Lead - Lost & Found ⭐ 449
- Trainee Air Hub Lead - Ramp ⭐ 449
- Trainee Air Hub Lead - SMC ⭐ 449
- Trainee Air Hub Lead - Tech Ramp ⭐ 450
- Trainee Customer Service Officer ⭐ 450

#36 SBS Transit 451

- [DTL] Assistant Engineer, Rail Power (Power Facility Regulator) 💼 ⭐ 451
- Assistant Engineer (LRT Power) 💼 451
- Assistant Engineer (Maintenance) , Rail Power 💼 ⭐ 452
- Assistant Engineer, Rolling Stock - JRL 💼 452
- Bus Captain 452
- Bus Technician 453
- Deputy Workshop Manager 💼 453
- DTL Station Manager 455

Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

- Engineer, Facilities Management - JRL 💼 457
- Engineer, Rolling Stock - JRL 💼 457
- Executive, Supplies 💼 458
- Logistic Personnel 459
- Logistic Personnel (Driver) 459
- LRT Power (Assistant Manager) 💼 460
- NEL Customer Service Officer 460
- NEL/DTL Assistant Station Manager 461
- Rail Supplies Management - Asst Engineer, Sustainable Operation and Logistics 💼 463
- Service Controller ⭐ 463
- SPLRT Customer Service Officer 463
- Technical Officer 464
- Technician (CRS) ⭐ 464
- Traffic Controller 💼 464

#37 Seatrium 466

- AI Analyst / AI Devloper 💼 466
- AI Engineer 💼 ⭐ 466
- Assistant / Project Manager (Repairs) 💼 468
- Assistant Lead (Business Development) 💼 470
- Cybersecurity Engineer (Governance) 💼 471
- Data Architect 💼 471
- Database Engineer 💼 ⭐ 473
- Electrical Engineer 💼 ⭐ 474
- Manager (Software Development) 💼 475
- Package Engineer (Expeditor) 💼 ⭐ 476
- Piping Engineer 💼 ⭐ 478
- Procurement Executive 💼 ⭐ 481
- Production Engineer 💼 ⭐ 482
- Program Lead (Electrification) 💼 482
- Project Engineer (New Build) 💼 ⭐ 483
- Senior Commissioning Engineer 💼 484
- Senior IT OT Asset Specialist 💼 486
- Senior Software Development Manager 💼 486
- Senior Specialist (Energy Infrastructure Design) 💼 489
- Senior System Analyst - SAP SD Consultant (FICO) 💼 490

#38 SEOciety 492

Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

- AI Marketing Developer (FT/PT) 💼 ⭐ 492
- Marketing and Digital PR (FT/PT) 💼 ⭐ 492
- Social Media Marketing (FT/PT) 💼 ⭐ 493

#39 SIA Engineering Company 494

- Aircraft Maintenance License Trainee ⭐ 494
- Aircraft Trainee Technician ⭐ 495
- Certifying Aircraft Trainee Technician ⭐ 495

#40 Singapore Maritime Officers Union 496

- Marine Engineer 💼 ⭐ 496
- Maritime Desk Officer 💼 ⭐ 496

#41 SMRT Corporation 498

- Assistant Engineer, Power Maintenance 💼 498
- Assistant Engineer, Signal and Platform Screendoor 💼 ⭐ 499
- Assistant Station Manager ⭐ 500
- Bus Captain ⭐ 501
- Data Engineer 💼 ⭐ 501
- Engineer/Senior Engineer, Condition Monitoring 💼 502
- Executive, Marketing 💼 503
- Manager, Business Development & Projects (M&E) 💼 504
- Manager, Communication Systems 💼 506
- Manager, Mechanical & Electrical Engineering 💼 506
- Manager, Rolling Stock Engineering 💼 507
- Manager, Service Quality & Operations Support 💼 508
- Manager, Signalling Systems 💼 509
- Sales Support Specialist 💼 ⭐ 510
- Train Captain ⭐ 511
- Train Service Controller (TEL) ⭐ 513

#42 ST Logistics 515

- Accountant 💼 ⭐ 515
- Assistant Manager - Cybersecurity and Compliance 💼 515
- Assistant Manager – Operations 💼 516
- Assistant/ Deputy Manager - Analytics and Artificial Intelligence 💼 ⭐ 516
- Executive – Finance (AR) 💼 ⭐ 517
- Executive - Quality Assurance 💼 517

Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

- Executive/ Higher Executive - Branding and Marketing (E-commerce and Retail Management) 💼 517
- Fuel Operations Specialist ⭐ 518
- Logistics Supervisor 518
- Manager – IT (Solution Architect) 💼 519
- QC Inspector – Quality Assurance 💼 519
- Senior/ Executive – Operations 💼 ⭐ 520
- Senior / Logistics Specialist ⭐ 520
- Senior / Transport Specialist ⭐ 520
- Senior Executive – Property and Facilities Management 💼 521
- Senior Manager – Operations 💼 521

#43 StaffKing (14 February Only) 522

- Accounts Executive 💼 522
- ACMV BIM Modeller 💼 522
- AI Engineer 💼 523
- Commercial Manager (ACMV) 💼 524
- Customer Service Executive 💼 ⭐ 525
- Electrical Engineer (ELV) 💼 525
- Electrical Manager 💼 526
- Head of Bodyshop & Paint 💼 527
- Marketing Executive 💼 527
- Operations Supervisor 💼 528
- Product Safety Senior Engineer 💼 528
- Project Engineer 💼 529
- Project Manager 💼 530
- Recruitment Consultant 💼 ⭐ 530
- Sales Executive 💼 ⭐ 531
- Senior Fire Protection Engineer 💼 532
- Senior Florist 💼 532
- Senior Marketing Executive 💼 533
- Senior Mechanical Engineer 💼 533
- Site Engineer 💼 535
- Software Engineer 💼 535
- Sustainability Engineer 💼 536
- Technical Executive 💼 ⭐ 536

#44 Sunset Hospitality Group 537

Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

- Assistant Restaurant Manager 💼 537
- Bartender 538
- Bellman 539
- Chef de Partie 540
- Commis Cook 541
- Demi Chef De Partie 542
- F&B Runner 544
- F&B Station Captain 545
- Hostess/ Host 546
- Maintenance & Electrical Technician 547
- Reservations &Communications Executive 💼 549
- Security Officer 550

#45 Tiger Brokers Singapore 552

- Financial Crime Compliance Associate 💼 ⭐ 552
- Growth Marketing Manager (Events Focus) 💼 553
- Investment Representative 💼 ⭐ 554
- Market Analyst 💼 555
- Operations Executive – Corporate Action 💼 556
- Operations Executive – Settlement & Transfer 💼 557
- Prestige Client Manager 💼 558

#46 Tower Transit Singapore 559

- Bus Captain ⭐ 559
- CFMS/ Service Controller ⭐ 560
- Facilities Executive 💼 562
- Interchange Supervisor ⭐ 565
- Service Ambassador ⭐ 567
- Vehicle Technician 💼 568

#47 Varel Singapore 571

- Guest Experience Ambassador ⭐ 571
- Handyman (PT) 571
- Housekeeping Attendant ⭐ 571
- Housekeeping Supervisor 💼 571

#48 WSH Experts 572

- Airport Baggage Handler 572
- Building Inspector 💼 572

Legend: 💼 – PMET Roles/ ⭐ - Fresh Graduates or Entry Level/ 🎓 - Internships

- Call Centre Operator 573
- Class 3 Driver 573
- Class 4 Driver 573
- Cleaners 574
- Enforcement Officer 574
- Equipment Operator 575
- Helpdesk Support Officer 575
- ICT Trainer 577
- Operation Executive – Bus Depot 577
- Part-Time Warden 578
- Recruitment Executive 578
- Resident Technical Officer (RTO) 💼 578
- Service Ambassador 578
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- Enterprise Sales Manager (ERP) 💼 581
- ERP Project Manager 💼 581
- Finance Presales Consultant 💼 583
- Senior ERP Finance Consultant 💼 584

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#1 3echo

3echo is a cross-disciplinary AI solutions and strategy agency committed to transforming ideation into scalable, actionable implementation with precision, speed, and clarity. We build AI systems and frameworks that unlock operational leverage, strategic insight, and scalable monetization for internal initiatives and clients.
As we expand, we seek to deepen our capacity to design, build, and deploy AI-driven solutions across a range of sectors and domains, reinforcing our commitment to delivering practical, high-impact outcomes through advanced technology.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
AI Engineer 💼 ⭐	• Bachelor's or Master's degree in Computer Science, Data Science, Machine Learning, or a related field. A degree or coursework in Artificial Intelligence is preferred and considered a plus. • Proficiency in Python and familiarity with libraries and frameworks such as PyTorch, TensorFlow, and LangChain. • Experience with large language models, vector databases (e.g., Pinecone, FAISS, Chroma), and retrieval-augmented generation. • Understanding of prompt engineering, finetuning methodologies, and model evaluation. • Familiarity with deploying models into production environments using Fast-API, Docker, and cloud services (AWS, GCP, or equivalent). • Strong analytical and problem-solving abilities	• Design, fine-tune, and deploy large language models and multimodal systems for applications including automation, data synthesis, and content generation. • Develop robust pipelines for prompt engineering, retrieval-augmented generation, embeddings, and fine-tuning. • Utilize frameworks such as PyTorch, TensorFlow, and LangChain for effective model development.	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Location:** 140 Paya Lebar Road (S)409015

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	with a structured approach to complex challenges. • Excellent written and verbal communication skills.		
AI Strategy Manager 💼 ⭐	• At least 2 years' experience in tech sales	**Strategic Planning & Development:** • Develop and implement comprehensive AI strategies that align with 3echo's mission of empowering SMEs through automation, education, and AI software solutions. **AI Opportunity Identification:** • Analyze market trends, client needs, and technological advancements to identify opportunities where AI can add significant value to SMEs, especially in automation, customer service, and data analytics. **AI Adoption Roadmap:** • Create AI roadmaps tailored to the specific needs of SMEs, helping them implement AI solutions that streamline operations, reduce costs, and drive growth. **Collaboration & Leadership:** • Collaborate with internal teams including AI engineers, developers, and marketing, as well as external stakeholders, to ensure AI solutions are successfully designed, developed, and deployed in line with client needs and business goals. **Client Consultation:**	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Location:** 140 Paya Lebar Road (S)409015

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Act as the go to AI expert for 3echo's clients, advising them on the most appropriate AI solutions for their business needs, from automation workflows to advanced AI powered analytics. **Emerging Technologies & Trends**: • Stay current with emerging AI technologies and best practices in automation, machine learning, and data analytics to continuously refine and enhance the agency's offerings. **Project Management:** • Lead AI projects from concept to execution, ensuring timelines, budgets, and client expectations are met, and that performance metrics are properly tracked. **Performance Measurement:** • Define KPIs and success metrics for AI initiatives, monitoring performance and impact on business operations to ensure a positive ROI for both 3echo and its clients. **AI Education & Advocacy:** • Support 3echo's AI education initiatives by contributing to educational content, conducting workshops, and helping clients and internal teams understand AI's role in transforming business operations.	

#2 Adecco

Adecco Singapore is a local market leader making the future work for over 1,400 people entering into new careers across all industries each year – from full-time to part-time jobs, entry-level to senior roles. Whether you are looking to be an event ushers for the next big concert, a HR role with a bank, or to take on a new challenge to reskill to break into tech, we might just have the right opportunity for you.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
.NET Developer 💼	• Strong experience in C#, .NET Framework, .NET Core • Experience with ASP.NET MVC / Web API • Good knowledge of databases (SQL Server, MySQL, PostgreSQL) • Familiarity with version control tools like Git • Understanding of software development best practices Education • Bachelor's or Master's degree in Computer Science, Data Science, Engineering, or related field	• Develop, test, and maintain applications using .NET / .NET Core / C# • Build and consume RESTful APIs and web services • Work closely with UI, QA, and DevOps teams • Troubleshoot, debug, and optimize application performance • Participate in code reviews and system design • Support deployment and production issues	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Location:** NA
Assistant Executive, Payroll 💼 ⭐	**Requirements** • Min. attainment of Diploma and above in Human Resource or Business Administration equivalent • At least 1 year working experience with exposure in payroll processing and administration. • Meticulous and attention to details. • Team Player. • Excellent organizational and time management abilities.	• In this role, you will be the key contributor to our payroll operations, ensuring the timely and accurate processing of paychecks while maintaining employee satisfaction on payday. • You will meticulously analyze details, address tax complexities, and support the overall financial health of our organization. • Your expertise will be essential in fostering a reliable and efficient payroll system.	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Effective communication skills, both verbal and written. • Ability to maintain confidentiality and handle sensitive information.	Responsibilities **Payroll** • Verifies all payroll instructions, including but not limited to, employment contracts, front office information, timesheets, receipts, etc. • Process associates' payroll in accordance to business agreed terms, local legislations, business / local and group / internal and external audit requirements using appointed system. • Ensure accurate and timely salary payments, plus mailing of payslips to associates **Billing** • Verifies all billing instructions, including but not limited to, service agreements, front office information, timesheets, receipts, etc. • Process billing for clients in accordance to business agreed terms, local legislations, business / local and group / internal and external audit requirements using appointed system. • Follow-up with clients on the receipt and query of the invoices. • Ensure accurate and timely invoice delivery, i.e. mode, invoicing requirements etc. **Reporting** • Ensure accurate and timely submission of statutory contributions, i.e. CPF, SDL, etc.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Ensure accurate and timely submission of monthly closing reports to Finance. • Support in providing adhoc reports upon branches' request within reasonably agreed timeline.	
Desktop Support 💼	• Strong knowledge of Windows OS, basic networking, and hardware troubleshooting • Experience with ticketing tools (ServiceNow, JIRA, etc.) – preferred • Basic understanding of Active Directory and email systems (Outlook/Exchange) • Good communication and customer service skills • Ability to work independently and in a team **Nice to Have** • Knowledge of Mac OS, VPN, remote support tools • ITIL certification or basic ITIL knowledge • Experience in corporate IT environments **Education** • Bachelor's or Master's degree in Computer Science, Data Science, Engineering, or related field.	• Provide first-level and second-level technical support to end users • Troubleshoot hardware, software, printers, and network connectivity issues • Install, configure, and maintain desktops, laptops, and IT equipment • Manage user accounts, email setup, and system access • Escalate complex issues to relevant IT teams/vendors • Maintain IT asset inventory and documentation • Support system updates and security patches	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Location:** NA
DevOps Engineer 💼	• Experience with Linux/Unix systems • Hands-on with CI/CD tools (Jenkins, GitHub	• Design and maintain CI/CD pipelines for application deployment	• **Working Hours:** 5 days/ week

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Actions, GitLab CI, Azure DevOps) • Knowledge of cloud platforms (AWS/Azure/GCP) • Experience with Docker and Kubernetes • Strong scripting skills (Bash, Python – preferred) • Familiarity with monitoring tools (Prometheus, Grafana, ELK – good to have) • Experience with microservices architecture • Infrastructure as Code (IaC) exposure • Security best practices (DevSecOps) **Education** • Bachelor's degree in Computer Science, Engineering, or related field.	• Automate infrastructure using tools like Terraform, Ansible, or CloudFormation • Manage cloud environments (AWS, Azure, GCP) • Monitor system performance and troubleshoot production issues • Collaborate with development and QA teams to improve release processes • Ensure system security, reliability, and scalability • Maintain documentation and best practices	• **Employment Type:** Full Time • **Location:** NA
Java Developer 💼	• Strong hands-on experience in Java (Core Java, OOP concepts) • Experience with frameworks like Spring, Spring Boot, Hibernate • Good understanding of RESTful APIs and microservices (preferred) • Knowledge of databases such as MySQL, PostgreSQL, or Oracle • Familiarity with version control tools like Git • Basic knowledge of cloud platforms is a plus	• Develop, test, and maintain Java-based applications • Write clean, efficient, and well-documented code • Collaborate with product, QA, and DevOps teams • Troubleshoot, debug, and optimize application performance • Participate in code reviews and system design discussions • Support application deployment and maintenance	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Education • Bachelor's or Master's degree in Computer Science, Data Science, Engineering, or related field.		
Machine Learning 💼	• Strong programming skills in Python (NumPy, Pandas, Scikit-learn, TensorFlow/PyTorch) • Solid understanding of ML algorithms (regression, classification, clustering, deep learning basics) • Experience with data processing and model deployment • Knowledge of SQL and basic data engineering concepts • Familiarity with cloud platforms (AWS, GCP, or Azure – good to have) **Nice to Have** • Experience with NLP, Computer Vision, or recommendation systems • Knowledge of MLOps tools (Docker, MLflow, CI/CD pipelines) • Exposure to big data tools (Spark, Hadoop) **Education** • Bachelor's or Master's degree in Computer Science, Data Science, Engineering, or related field.	• Build, train, and deploy machine learning models for real-world applications • Perform data preprocessing, feature engineering, and model evaluation • Collaborate with cross-functional teams to translate business problems into ML solutions • Optimize model performance, scalability, and reliability • Monitor deployed models and improve accuracy over time • Document workflows, models, and experiments	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Location:** NA
Project Manager 💼	• General Program management -manage project timelines, define milestones, track and	• At least 3 years of experience in program management	• **Working Hours:** 5 days/ week

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	report progress, identify risks and resolve impediments • Work with cross functional teams of Engineers, Product Managers, Designers, Analysts and QA to ensure successful program delivery. • Be the primary communication interface for complex programs that span across multiple engineering organizations • Drive roadmap planning and prioritization processes • You will facilitate effective communication among management, cross functional teams, and stakeholders to ensure aligned goals and clear project visibility.	• Hands-on program management and delivery experience. • Ability to prepare detailed project timelines, define key milestones, and track progress. • Familiarity with effective roadmap planning and the ability to prioritize based on project demands. • Effective communication skills to articulate project progress and challenges to various stakeholders. • Tech industry experience will be preferred.	• **Employment Type:** Full Time • **Job Type:** Contract • **Location:** NA
Recruitment Consultant 💼 ⭐	• Minimum Diploma/Degree in any studies with 1-2 years of relevant experience from recruitment agency background or Human Resource related field • Candidates with recruitment background will be preferred • Strong drive to succeed in sales with passionate about identifying talent needs and supporting top talent in identifying the right career path.	• This role is a fantastic prospect for someone who loves the thrill of the sale and approaching and establishing new client relationships • Driving sales activities to connect with new and existing customers to establish and maintain business relationships • Communicating with clients regarding the acquisition of talent by sourcing candidates through business contacts, referrals, LinkedIn, directing recruiting, existing database and internet advertising	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Looking for an energetic and proactive person with strong communication skills. • Proven team player with pro-active style takes initiative and able to work under pressure with minimal supervision	• Managing your own day to ensure that you are successfully creating your own pipeline and achieving weekly, monthly and quarterly individual/team targets • The ability to work within a supportive and collaborative team environment • Candidate care activities including database and associated recruitment administration	
Software Engineer 💼 ⭐	• Bachelor's degree in Computer Science, Software Engineering, or related field (or equivalent experience). • Proficiency in one or more programming languages (e.g., Java, Python, C#, JavaScript). • Experience with software development frameworks and tools (e.g., React, .NET, Spring, Node.js). • Knowledge of databases (SQL/NoSQL) and cloud platforms (AWS, Azure, or GCP). • Strong problem-solving skills and attention to detail. • Excellent communication and teamwork abilities.	• Design, develop, test, and deploy scalable software solutions. • Collaborate with cross-functional teams to gather requirements and translate them into technical specifications. • Write clean, efficient, and maintainable code following best practices. • Debug and resolve software defects and performance issues. • Participate in code reviews and contribute to continuous improvement initiatives. • Stay updated with emerging technologies and industry trends.	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** NA

#3 Adrenalin Group

Founded in 2008, Adrenalin is an integrated communications company specialising in experiential events and in-house video production, with a people-first and purpose-driven approach.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Business Development Executive 💼	• Minimally 2 years of experience in business development, sales, events, or marketing • An entrepreneurial mindset self-starter, resourceful, and solution-focused • Confidence in pitching ideas and building relationships • Strong follow-through and attention to detail • Excellent communication and interpersonal skills • Ability to manage your own time, targets, and workload • Familiarity with tools like LinkedIn and Canva • Bonus if you have event or client facing experience and want to pivot into sales	• This is an entrepreneurial role - ideal for someone who thrives on building from scratch, spotting new opportunities, and driving their own success. • You'll need to be proactive, resourceful, and motivated by outcomes, not just activity. • We want to be transparent: this role comes with a lower base and high commission structure, designed to reward results and performance. • It's well suited for someone who wants the freedom to build and earn based on what they close. • You will be an individual contributor with room to drive your own portfolio and strategy. The role is supported by a collaborative team, but the success of your portfolio will be in your hands. **What You'll Be Doing** • Own the full sales cycle - from prospecting and pitching to closing deals • Actively source and develop new business opportunities • Craft tailored proposals that meet client needs and showcase our value • Represent Adrenalin at meetings, networking events, and industry functions	• **Working Hours:** 5 days/ week, 10am to 6pm • **Employment Type:** Full Time • **Location:** 15 Lorong 8 Toa Payoh (S)319262

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Work closely with internal teams to ensure smooth handover and delivery • Manage your pipeline, track metrics, and continually refine your approach • Stay ahead of market trends to keep your outreach relevant and effective	
Developer Executive 💼	**What we're looking for** • Strong fundamentals in software development • Comfortable working in fast-moving, iterative environments • Able to collaborate with nontechnical stakeholders • Curious, solution-oriented, and open to learning new tools and frameworks	• Aether Lab is the technology and innovation arm within Adrenalin Group, focused on building digital products, platforms, and experimental solutions. **What you'll be doing** • Develop and maintain web or digital solutions across Aether Lab projects • Work closely with product, UX, and project teams to translate requirements into working features • Support prototyping, testing, and iterative improvements • Maintain code quality, documentation, and version control • Troubleshoot and resolve technical issues across builds	• **Working Hours:** 5 days/ week, 10am to 6pm • **Employment Type:** Full Time • **Location:** 15 Lorong 8 Toa Payoh (S)319262
Project Event Executive 💼	• At least 2 years of experience in events, project coordination, or client servicing • Strong communication skills and confidence in managing client relationships • Highly organised, with the ability to manage multiple timelines independently • Collaborative team player with a proactive,	• This is a client-facing, individual contributor role where you will lead your own projects, build strong client relationships, and deliver high standards of execution. • You will also have the opportunity to grow your capabilities in end-to-end event management, from planning through delivery. • If you're motivated, enjoy ownership, and are comfortable navigating fast-	• **Working Hours:** 5 days/ week, 10am to 6pm • **Employment Type:** Full Time • **Location:** 15 Lorong 8 Toa Payoh (S)319262

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	solution-oriented mindset • Basic budgeting or cost tracking experience is an advantage • Calm under pressure and comfortable solving problems in real time • Comfortable using tools such as Canva and other content platforms • Open to incorporating new technologies, including AI and LLM tools, to enhance delivery and creativity	paced environments, this could be a strong fit. **What You'll Be Doing** • Take ownership of event timelines, budgets, and deliverables, with guidance and alignment from management • Lead client communications across projects, ensuring clear updates and a strong focus on client experience • Pitch creative event ideas and translate brand objectives into engaging experiences • Set clear execution plans and manage day-to-day project coordination • Track project budgets and identify opportunities to optimise resources • Ensure workflows, timelines, and quality standards are met throughout planning and delivery • Provide regular progress updates, flag risks early, and support problem-solving • Contribute ideas to improve how we plan and execute events • Stay informed on event trends and digital activations to enhance client solutions • Support post-event wrap-ups, including reporting and client feedback	
Project Manager 💼	• 3–5 years of experience in project or event management in a client facing environment • Comfortable owning client relationships and leading projects independently	• This is a client-facing, individual contributor role at a managerial level, with a strong emphasis on project ownership and account management. • You will lead projects end to end, serve as a trusted	• **Working Hours:** 5 days/ week, 10am to 6pm • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Commercially aware, organised, and confident in decision-making • Clear communicator who works well across different business units and stakeholders • Background in live, hybrid, or digital events is an advantage • Open to using new tools and technologies, including AI and LLMs, to enhance delivery	partner to clients, and ensure delivery excellence through clear direction and coordination. • Candidates with deeper experience may be considered for a Senior Project Manager role. **What You'll Own** • Lead client relationships and projects end to end, from brief to delivery • Oversee execution by coordinating teams, timelines, and stakeholders • Manage budgets, scope, and commercial considerations • Support junior team members and improve project workflows	• **Location:** 15 Lorong 8 Toa Payoh (S)319262
Project Manager (AI-Led Projects) 💼	• Experience managing digital, automation, or AI related projects • Comfortable working with emerging technologies and ambiguity • Strong stakeholder management and execution skills • Able to balance experimentation with delivery discipline	• This role manages AI-driven initiatives across Adrenalin Group, focusing on applied AI solutions for operations, creative workflows, and business innovation. **What you'll be doing** • Manage AI-led projects from concept to implementation • Coordinate between internal teams, vendors, and AI solution partners • Translate use cases into clear scopes, timelines, and delivery plans • Track risks, dependencies, and change management • Support adoption of AI solutions across teams	• **Working Hours:** 5 days/ week, 10am to 6pm • **Employment Type:** Full Time • **Location:** 15 Lorong 8 Toa Payoh (S)319262
Project Manager (Tech & UX) 💼	• Experience managing tech or digital projects • Strong understanding of UX workflows and	• This role manages technology-driven projects under Aether Lab, with a focus on UX-led digital products and platforms.	• **Working Hours:** 5 days/ week, 10am to 6pm

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	product development cycles • Clear communicator who can bridge technical and nontechnical teams • Structured, calm, and delivery-focused	**What you'll be doing** • Manage end-to-end delivery of tech and UX-focused projects • Coordinate between developers, designers, and stakeholders • Translate business and UX requirements into clear project plans • Track timelines, scope, and dependencies to ensure smooth delivery • Facilitate alignment between user experience, technical feasibility, and business goals	• **Employment Type:** Full Time • **Location:** 15 Lorong 8 Toa Payoh (S)319262
Sales Admin 💼 ⭐	• Comfortable with structured, routine tasks • Detail-oriented and careful when working with numbers • Basic proficiency in Microsoft Excel • Clear and polite in written communication • Dependable, consistent, and willing to learn • Basic exposure to events, sales, or admin work is a plus, but not required	• This is an entry-level administrative support role that supports teams across Adrenalin Group. • As a Sales Admin, you will help with quotation preparation, organise costing information, and support backend processes that keep our projects running smoothly. • Fresh graduates are welcome to apply. This role is suitable for someone who prefers structured work, is comfortable with numbers and spreadsheets, and values clear instructions. • Exposure to events or sales is helpful but not required. Training and guidance will be provided. • If you enjoy working behind the scenes and take pride in accuracy and consistency, this could be a good fit. **What You'll Be Doing**	• **Working Hours:** 5 days/ week, 10am to 6pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 15 Lorong 8 Toa Payoh (S)319262

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Support the preparation and updating of quotations • Organise and maintain costing and pricing information • Liaise with vendors via email to request or confirm prices • Support basic administrative tasks related to documentation • Follow established processes to ensure information is accurate and up to date	

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#4 AETOS Holdings

Our purpose drives us to do what we do best every day – leveraging our security expertise and decades of know-how to protect and keep our clients, communities, and the people around us safe from harm. We go beyond expectations to secure our future - turning belief into positive impact by building a diverse workforce, harnessing innovative technologies and going further with our partners with a collaborative mindset.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Auxiliary Police Officers (Armed)	• At least 3 GCE 'N' / 'O' Levels / NITEC or WPLN SOA 5 and above for all 5 modules (Writing, Speaking, Reading, Listening and Numeracy)		• **Working Hours:** Rotational day or night shifts • **Employment Type:** Full Time • **Location:** Islandwide locations
Auxiliary Police Officers (Enforcement) (Unarmed)	• At least 3 GCE 'N' / 'O' Levels / NITEC or WPLN SOA 5 and above for all 5 modules (Writing, Speaking, Reading, Listening and Numeracy) • Physically fit with normal color vision and no hearing defects • Able to work shift duties (Including extended shift, weekends & public holidays)	• Attend to security enquiries in the premises. • Conduct security patrol in the premises. • Consolidate incident reports. • Perform crowd control in public areas and manage traffic on the roads. • Perform law enforcement duties. • Provide quick responses to incidents and emergencies.	• **Working Hours:** Rotational day or night shifts • **Employment Type:** Full Time • **Location:** Islandwide locations
Command Centre Operator	• Candidate must possess at least GCE N/ O level. • Proficient in Microsoft Office (Word, Excel, Outlook). • Able to work 12-hour shift including weekends or Public Holiday (depending on roster).	• Perform monitoring, analysis and escalation of real-time operation events. • Monitor attendance records of all AETOS employees and provide detailed reports to management. • Monitor security access control points and basic administration of clearance	• **Working Hours:** Rotational day or night shifts • **Employment Type:** Full Time • **Location:** AETOS HQ

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Relevant training will be provided.	for persons and vehicles into the system. • Monitor various alarm alerts, activation of response team and prepare basic reports upon completion of operation. • Monitor of video analytics CCTV and response in accordance with procedures. • Perform inbound and outbound calls • Managing and resolving client's enquiries • Any other duties/jobs assigned by supervisor.	
Security Officer / Senior Security Officer (Unarmed)	• Minimum Secondary 2 and above • No colour blindness or hearing defects • Able to work shift duties (Including extended shift, weekends & public holidays) • Proficient in spoken and written English • **Additional requirements for Part-Time.** Must be a trained security officer with a valid PLRD License	• Manning of static/access control points • Checking of passes and other documents at static/access points • Screening and checking of all personnel and vehicles entering and exiting the premises • Patrolling and guarding client's personnel and properties • Operating metal/explosive detectors/x-ray machines at checkpoints • Issuing of visitor/contractor pass in exchange for their identification cards • Attending to alarm activation • CCTV Monitoring • Responding to incidents such as unattended bags, etc. • Maintaining records of all incidents • Checking of boarding, staff, and valid entry passes	• **Working Hours:** Rotational day or night shifts • **Employment Type:** Full Time • **Location:** Islandwide locations

#5 Agrocorp International

For over 30 years, Agrocorp has played a pivotal role in helping to feed and nourish people from all over the world with our agri-food products and solutions. Started and headquartered in Singapore, we have grown to become a leading agri-commodity trader and agri-processor specialising in the global supply of staple food products such as pulses, wheat, sugar, rice, corn, cotton and nuts from the farmers that grow them, to the customers in countries that need them.

Our customers are some of the leading food manufacturers in the Asia Pacific and Middle East regions in countries such as India, Bangladesh, China, Turkey and Indonesia. With the global shift towards more sustainable and nutritious diets, we started our plant protein business in 2019 and now offer an array of high protein and plant-based ingredients to our customers. Our repertoire of products and services shape and grow in response to the changing needs of the market

Whether it is a farm service representative in Canada or Australia, an engineer in one of our food processing plants, or executives and traders in our head office in Singapore, the Agrocorp team is driven by the goal to nourish the world in a timely and sustainable way.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Global Brand & Business Development Manager 💼 ⭐	• Bachelor's or Master's degree in Business, Marketing, Food Science, or related field. 5-10 years of experience in FMCG, FoodTech, or Agrifood, with proven results in brand management and commercial growth. • Demonstrated experience in market expansion, partnership management, and innovation commercialization. • Strong understanding of plant-based protein trends, sustainability narratives, and health-driven categories. • Strong analytical, financial, and negotiation skills. • Experience managing regional or global	**Global Growth & Market Strategy** • Develop and implement Herbyvore's global business expansion roadmap across key regions (Asia, Middle East, North America). • Lead market prioritization and channel strategy for retail, foodservice, and B2B ingredient applications. • Build go-to-market (GTM) frameworks including portfolio, pricing, distribution, and communication strategy. • Evaluate new market opportunities and design commercial models that balance growth and profitability. • Build business cases and financial models to support new market entries, partnerships, and product launches. **Brand & Marketing Leadership**	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Location:** 10 Anson Road (S)079903

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	portfolios across multiple markets. • Fluency in English (both written and spoken). • Proficiency in additional languages such as Mandarin, Bahasa Indonesia, Thai, or Arabic preferred, to support regional collaboration and customer engagement. • Ability to communicate effectively across diverse cultural and market contexts.	• Define and strengthen Herbyvore's global brand positioning, identity, and key communication platforms. • Develop annual brand and marketing plans covering digital campaigns, PR, events, and trade activations. • Craft brand storytelling around taste, nutrition, and sustainability to elevate brand equity and awareness. • Lead creative and content development in collaboration with internal teams and external agencies. • Establish clear KPIs (brand awareness, engagement, ROI) and monitor performance across markets. • Build brand playbooks to ensure message consistency while enabling local adaptation. **Commercial Development & Partnerships** • Lead strategic partnerships with distributors, co-manufacturers, and QSR or retail operators. • Manage commercial negotiations, pricing structures, and joint business plans (JBP). • Oversee channel expansion plans across B2B and B2C; drive revenue growth and customer satisfaction. • Partner with finance and supply chain to optimize pricing, cost-to-serve, and margin management. • Identify and pursue co-branding or co-development opportunities	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		aligned with Herbyvore's innovation platform. **Innovation Commercialization** • Partner with R&D and product teams to commercialize new innovations — from concept to market launch. • Translate technical features into consumer-facing claims and marketable value propositions. • Lead launch readiness plans covering marketing, operations, and customer alignment. • Develop customer feedback and insight loops to guide continuous product improvement. **Cross Functional & Operational Integration** • Coordinate with supply chain, finance, and operations to ensure flawless execution of launches and distribution. • Monitor sales, brand, and market performance metrics; translate data into actionable growth strategies. • Build internal business rhythms — forecasting, budget reviews, and performance tracking. • Ensure compliance with export regulations, labeling, and certification requirements across markets.	
Middle Office Intern 💼🎓	• Undergraduate pursuing a degree in Business, Supply Chain, Logistics, Finance, Economics, or related disciplines	• Assist in chasing and tracking purchase contracts to ensure timely execution and documentation • Support the preparation and follow up of contract	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Strong attention to detail and ability to manage multiple tasks • Good organizational and follow-up skills • Proficient in Microsoft Excel and PowerPoint • Strong communication skills and a proactive learning attitude • Ability to work well in a fast-paced environment	amendments with internal stakeholders • Help to update and maintain operational and management reports accurately and on time • Assist in vessel nomination coordination, including tracking timelines and documentation • Perform ad-hoc operational support tasks as assigned by the Middle Office team • Liaise with internal teams such as Trading, Shipping, and Finance to ensure smooth workflow • Ensure proper filing and recordkeeping of contracts and related documents	• **Job Type:** Internship • **Location:** 10 Anson Road (S) 079903
Operations Executive (Trade Support) 💼 ⭐	• A minimum GCE 'A' level/Diploma in International Trade in Import & Export would be an advantage. • 4-6 years of experience in an Agri-Business/Trading Company (ideally dealing with soft commodities). • Strong communication skills. • Good working knowledge of MS Word & Excel. • Knowledge of GAFTA and FOSFA will be an advantage. • Intensive experience in ICC rules for Letters of Credit is compulsory. • Knowledge of Incoterms and International trade. • Good understanding of commodity trading.	• Able to prepare a full set of shipping documents by Letters of Credit and contractual requirements. • Ensure shipping documents, including Letters of Credit, are set up/received on time as per contracts and for negotiation. • The capability to handle shipments by bulk vessels is required. • Work closely with the Team head, Traders, Origination desks, and Shipping desk. • Supervising and coordinating operations activities. • Provide leadership and guidance to the Team and be involved in executing high-risk, large value contracts in a very hands-on way.	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Location:** 10 Anson Road (S) 079903

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Strong attention to detail, organized, analytical mind, independent thinker		
Product Controller 💼 ⭐	• Bachelor's degree in finance, Accounting, Economics, or a related field. • Proven experience in financial analysis, risk management, and accounting in a trading firm. • Strong analytical skills with a detail-oriented mindset. • Excellent communication and collaboration skills. • Proficiency in financial software and Microsoft Office Suite. • Ability to work independently and manage multiple tasks effectively.	• **Weekly Global Position Report:** Prepare and analyze the Weekly Global Position Report to provide insights into current financial standings and market positions. • **Weekly Mark to Market (MTM) Analysis:** Conduct weekly MTM preparation and analysis to assess the fair value of the company's financial instruments. • **Risk Management**: Monitor risk limits rigorously and flag any breaches to ensure compliance with the company's risk management policies. • **Accounts Receivable (AR), Accounts Payable (AP), and Advances Monitoring:** Review and monitor AR, AP, and advances daily to ensure timely processing and accuracy of transactions. • **Document Review and Follow up**: Review and follow up on Debit Notes (DN), Credit Notes (CN), and Statements of Account (SOA) to ensure all financial records are accurate and up to date. • **Monthly Reconciliation:** Perform monthly reconciliation of Accounts vs. Mark to Market (MTM) values to ensure consistency and accuracy in financial reporting. • **Vessel Profit and Loss (P&L) Review**: Review vessel P&L statements and related	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Location:** 10 Anson Road (S) 079903

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		accounting records to provide accurate financial insights and ensure proper accounting practices. • **Intercompany Funding Monitoring**: Monitor and track intercompany funding to manage cash flow and ensure proper allocation of financial resources. • **Forex Hedging and Exposure Monitoring**: Oversee Forex hedging activities and monitor exposure to manage currency risks effectively. • **Control Issues and Process Gaps Identification**: Identify control issues and process gaps, flagging them promptly and addressing them to ensure robust financial controls and compliance. • **Cross functional Collaboration:** Work closely with the front office, operations, traders, and finance teams to monitor the execution and accounting of shipments, ensuring seamless coordination and accurate financial tracking.	
Product Development Intern 💼🎓	• Currently pursuing or recently graduated with a degree in Food Science, Nutrition, Biotechnology, or related field. • Basic knowledge of food formulations, plant-based ingredients, or functional nutrition preferred. • Strong interest in plant-based food innovation and sustainability.	**Product Innovation Support** • Assist in formulation development for plant-based products (protein powders, starches, functional blends). • Support R&D team in ingredient testing, batch preparation, and optimization trials. • Document experimental results, ingredient performance, and prototype iterations. • Research emerging plant-based ingredients, functional	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Job Type:** Internship • **Location:** 10 Anson Road (S) 079903

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Detail oriented, organized, and able to follow lab protocols accurately. • Analytical mindset with ability to document and interpret experimental data. • Strong communication and teamwork skills; comfortable collaborating across teams. • Fluent in English; additional languages (Mandarin, Bahasa Indonesia, Thai, Korean) a plus.	additives, and consumer trends. **Product Testing & Evaluation** • Assist in sensory testing (taste, texture, solubility) and quality assessment. • Record and analyze data from trials and tests to inform product optimization. • Help maintain ingredient and sample inventory for R&D use. **Cross Functional Collaboration** • Collaborate with Marketing to align product features with consumer insights and claims. • Support Commercial team in preparing product sheets, launch briefs, and technical documentation. • Participate in cross functional meetings and contribute insights from experimental data. **Documentation & Reporting** • Prepare technical reports, formulation notes, and project documentation for R&D review. • Track project timelines and progress for assigned product development projects. • Assist in compiling data for regulatory and quality assurance submissions.	
Risk Manager 💼 ⭐	• **Experience:** 5-12 years in risk management within a commodity trading or energy trading environment. • Fresh graduates and entry-level candidates are welcomed to apply,	**Market & Credit Risk Management** • Oversee daily P&L, mark to market (MTM), and exposure reporting for trading desks. • Validate data accuracy and ensure timely escalation of breaches or anomalies.	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	as suitable profiles may be considered for adjusted or junior-level opportunities. • **Technical Skills:** Strong command of P&L explain, VaR, stress testing, and exposure analysis. • **Tools**: Advanced Excel (macros), proficiency in Python (required), and experience with CTRM systems. • **Knowledge**: Understanding of physical and derivatives markets, and trading lifecycle. • **Mindset**: Analytical, detail-oriented, and able to communicate complex ideas simply and clearly. • **Education**: Degree in Finance, Economics, Engineering, or a related quantitative discipline.	• Monitor trading positions and exposures across physical and paper portfolios. • Conduct Value-at-Risk (VaR), stress testing, and scenario analyses to quantify exposures. • Set, review, and maintain trading and counterparty limits in line with risk appetite. **Risk Analytics & Systems** • Enhance reporting tools and automate processes using Excel VBA, SQL, or Python. • Collaborate with IT and Finance to improve ETRM systems and data workflows. • Develop dashboards and models to support risk reporting and trading insights. **Governance & Reporting** • Prepare daily and periodic risk reports for senior management and traders. • Support credit reviews, counterparty assessments, and KYC onboarding. • Provide clear risk commentary and recommendations for decision making. • Ensure compliance with internal risk frameworks and external regulatory standards.	• **Location:** 10 Anson Road (S) 079903
Trade Analyst 💼 ⭐	• Must be an undergraduate currently pursuing a Bachelor's degree in Business Administration, Economics, International Trade, Supply Chain	• **Data Analysis & Reporting**: Assist in gathering and analyzing trade data, including import/export trends, tariffs, and regulations to identify key insights and patterns. • **Market Research**: Conduct market research to evaluate	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Location:** 10 Anson Road (S) 079903

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Management, or a related field. • Strong analytical and problem-solving skills with the ability to interpret complex data. • Basic knowledge of international trade regulations, supply chain management, and trade finance is a plus. • Proficiency in Microsoft Office Suite (Excel, Word, PowerPoint); experience with data analysis tools (e.g., Tableau, Power BI) is a bonus. • Proficiency in Python for data analysis, automation, and process optimization is essential. Experience with Python libraries such as Pandas, NumPy, and Matplotlib for data manipulation and visualization. • Ability to write efficient, reusable, and scalable code to support data driven decision making. • Experience with Python for web scraping, API integration, and data extraction is a plus Strong written and verbal communication skills. • Detail oriented with excellent organizational skills. • Ability to work both independently and as part of a team	international trade policies, new market opportunities, and competitive analysis. • **Trade Documentation**: Support the preparation and management of trade related documents such as invoices, bills of lading, and customs clearance forms. • **Trade Compliance**: Assist in ensuring compliance with import/export laws, customs regulations, and industry standards. • **Support Operations**: Help the team in optimizing trade operations, reviewing shipping schedules, and coordinating with logistics partners. • **Cross functional Collaboration:** Collaborate with internal departments like logistics, procurement, and legal to support smooth trade processes. • **Reporting & Presentations**: Contribute to the preparation of presentations, dashboards, and regular reports for senior management on trade performance and trends.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Trade Analyst Intern 💼🎓	• Must be an undergraduate currently pursuing a Bachelor's degree in Business Administration, Economics, International Trade, Supply Chain Management, or a related field. • Strong analytical and problem-solving skills with the ability to interpret complex data. • Basic knowledge of international trade regulations, supply chain management, and trade finance is a plus. • Proficiency in Microsoft Office Suite (Excel, Word, PowerPoint); experience with data analysis tools (e.g., Tableau, Power BI) is a bonus. • Proficiency in Python for data analysis, automation, and process optimization is essential. Experience with Python libraries such as Pandas, NumPy, and Matplotlib for data manipulation and visualization. • Ability to write efficient, reusable, and scalable code to support data driven decision making. • Experience with Python for web scraping, API integration, and data extraction is a plus	• **Data Analysis & Reporting**: Assist in gathering and analyzing trade data, including import/export trends, tariffs, and regulations to identify key insights and patterns. • **Market Research**: Conduct market research to evaluate international trade policies, new market opportunities, and competitive analysis. • **Trade Documentation**: Support the preparation and management of trade related documents such as invoices, bills of lading, and customs clearance forms. • **Trade Compliance**: Assist in ensuring compliance with import/export laws, customs regulations, and industry standards. • **Support Operations**: Help the team in optimizing trade operations, reviewing shipping schedules, and coordinating with logistics partners. • **Cross functional Collaboration:** Collaborate with internal departments like logistics, procurement, and legal to support smooth trade processes. • **Reporting & Presentations**: Contribute to the preparation of presentations, dashboards, and regular reports for senior management on trade performance and trends.	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Job Type:** Internship • **Location:** 10 Anson Road (S) 079903

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Strong written and verbal communication skills. • Detail oriented with excellent organizational skills. • Ability to work both independently and as part of a team		

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#6 Alibaba Cloud Singapore

Founded in 2009, Alibaba Cloud is a global leader in cloud computing and artificial intelligence. Powered by the proprietary Apsara Cloud operating system, it delivers a full suite of services across Infrastructure-as-a-Service, Platform-as-a-Service, and Model-as-a-Service to customers worldwide. As the largest public cloud provider in China and Asia Pacific, Alibaba Cloud offers high-performance, cost-efficient computing and advanced platforms for large-scale AI model training, fine-tuning, and inference. With its leading proprietary LLM Qwen and open-source multimodal models, Alibaba Cloud empowers enterprises to accelerate AI-driven innovation and build an open, intelligent digital future.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Business Development Manager- FSI 💼	• Over 5 years of experience in cloud computing industry, with proven track record in public cloud sales and B2B/B2G sales or pre-sales roles • Prior experience in large-scale customer stack migration • Prior experience in scaling revenue across Key Accounts (KA) • Industry-specific domain expertise preferred • Experience working with core competitors preferred • Understand how various products deliver value in common industry/business scenarios; demonstrate the ability to comprehend customers' business operations & digital transformation needs and identify their pain points. • Diagnose technical challenges within customers' specific business contexts and	**Customer Relationship Building and Business Opportunity Development** • Proactively analyze key industries within the assigned country/market, identify key or potential customers, and independently map out the customer's decision-making chain to uncover real needs. • Engage customers using their business language to build trust, uncover product and technical requirements, and convert those requirements into qualified sales opportunities. • Drive upsell and cross-sell initiatives with existing customers, enhance their experience across service and business collaboration, accelerate cloud resource consumption. • Maintain regular contact with both existing and prospective customers to stay informed of their business strategies, budget cycles, vendor landscape, organizational structure, and technical environment. • Identify and navigate the customer's decision-making	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	propose competitive solutions. • Establish partnerships with mid-to-large enterprises from scratch; accurately identify key internal influencers and rapidly build trust. • Demonstrate tangible value quickly during initial customer entry; anticipate potential future product adoption scenarios and pre-embed expansion steps and strategies for scalable growth. • Develop a detailed, quantified upsell roadmap and translate it into a comprehensive, customer-endorsed CSPA, clearly define strategy, execution path, and numerical targets. • Lead customer upgrade initiatives — for example, expanding consumption from IaaS infrastructure resources to higher-value services such as PaaS, data, and AI solutions. • Independently initiate "Call High" engagements with customer stakeholders (e.g., CTO or project owner), conduct effective business and technical dialogues, influence and accelerate decision-making.	chain; cultivate and sustain strong relationships at critical decision points — particularly with C-level or C-level direct (CXO-D) executives — to secure strategic support and long-term partnership in both business and technology domains. **Product and Technical Value Communication** • Leverage in-depth understanding of the customer's industry and business context to help them recognize the technical value of Alibaba Cloud's core offerings — including the Apsara Cloud Operating System, the "7 Core Products" and AI/Intelligent Computing solutions — while clearly articulating Alibaba Cloud's differentiated competitive advantages over rival providers, reinforcing its positioning as the customer's optimal strategic partner. • Independently deliver presentations to customers on Alibaba Cloud's standardized product solutions; or, with support from Solutions Architects (SA), independently articulate tailored solutions aligned with the customer's specific business scenarios — clearly communicating the competitive advantages of Alibaba Cloud's offerings and the concrete business value they enable for the customer.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Understand customer requirements and be familiar with Alibaba Cloud partner policies and the partner directory. • Manage customer expectations, assess partner strengths and weaknesses, and conduct effective partner selection. • Build multi-level relationship networks within customer organizations; effectively influence key decision-makers and secure critical project intelligence. • Lead end-to-end execution of mid-sized projects — including formulating competitive strategies, coordinating cross-functional resources, conducting negotiations, and closing contracts — to achieve target outcomes. • Plan and lead high-level executive engagement activities (e.g., C-suite visits) to significantly deepen strategic customer relationships.	**Drive Decision-Making and Opportunity Conversion** • Drive rapid customer decision-making and sustained adoption of Alibaba Cloud products and technical solutions through effective resource integration and strategic engagement — ensuring continuous value delivery to the customer. • Employ a full range of sales strategies — including persuasive communication, commercial negotiation, and tailored pricing proposals — to convert opportunities into closed deals, achieving performance targets while fostering mutually beneficial outcomes with customers. • Proactively identify and escalate customer experience issues encountered during product usage, driving internal cross-functional collaboration to resolve them — thereby catalyzing improvements in Alibaba Cloud's product solutions, service delivery, and operational processes. **Business Support** • Provide end-to-end business support throughout the customer lifecycle by coordinating cross-functional resources to ensure successful project implementation and proactively identifying and resolving product usage issues in a timely manner.	

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Accelerate the iterative adoption and optimization of Alibaba Cloud products on the customer side to effectively support the achievement of their technical objectives.	
Marketing Manager 💼	• Bachelor's degree in Marketing, Business Administration, or a related field. • 5+ years of experience in marketing, preferably within the technology or cloud computing sector. • Proficiency in both spoken and written Chinese is a must. • Strong understanding of digital marketing tools and platforms, along with experience in campaign management. • Excellent communication and interpersonal skills, with the ability to work effectively in a multicultural environment. • Analytical mindset with the ability to interpret data and translate insights into actionable strategies. • Self-motivated, detail-oriented, and able to manage multiple projects simultaneously.	• Develop and execute strategic marketing plans to increase brand awareness and drive lead generation for Alibaba Cloud's products and services in Singapore and the Southeast Asia region. • Collaborate with cross-functional teams to align marketing strategies with business objectives and ensure consistent messaging across channels. • Manage and optimize digital marketing campaigns, including social media, email marketing, and paid advertising, to enhance engagement and conversion rates. • Conduct market research and analysis to identify trends, customer needs, and competitive landscape to inform marketing strategies and initiatives. • Organize and participate in industry events, webinars, and trade shows to promote Alibaba Cloud and its offerings. • Create and localize marketing content, including brochures, presentations, and case studies, to effectively communicate value propositions to diverse audiences. • Monitor and report on the effectiveness of marketing	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		activities, using data-driven insights to refine strategies and improve ROI. • Build and maintain strong relationships with media partners, agencies, and other external stakeholders.	
Partner Business Development Manager 💼	• Over 5 years of experience in channel/ecosystem/ISV expansion within the cloud computing industry • Proven success in B2B/B2G sales • Prior experience in global partner management or recruitment preferred • Demonstrated experience in enabling partners to "sell effectively" and "scale replicably" • Established experience and resources in local market ecosystem collaboration • Experience with key competitors preferred • Identify and onboard ecosystem partners from key competitors, with deep familiarity with the local AAG core ecosystem network • Implement tiered partner management and foster healthy, performance-driven competition among partners of the same type • Independently drive and secure deep, strategic collaboration with local	**Partner Planning and Recruitment** • Identify target partner segments within the region; recruit high-quality, high-growth partners and develop BP/expansion plans. **Partner Growth Enablement** • Support development and cultivation of localized channels to ensure regional coverage and customer prospecting. • Systematically empower partners according to their business focus—including policies, products and solutions, and personnel certification—to enhance and transform their sales and service capabilities and drive business growth. **Partner Operations and Incentives** • Identify and allocate opportunities; leverage partners for customer nurturing and business expansion with ongoing tracking and resource support. • Manage partner processes and resolve conflicts. • Participate in incentive policy design and feedback to safeguard partner rights. • Monitor partner satisfaction; promptly respond to	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Location:** NA

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	partners, effectively resolving major business disputes and operational challenges. • Implement partner collaboration strategies, empower and incentivize partners and drive achievement of business objectives. • Design and drive mid-to-long-term collaboration frameworks by identifying mutually beneficial opportunity areas that unlock partners' business expansion potential — thereby increasing their motivation, commitment, and active participation in the ecosystem. • Establish and maintain strategic dialogue channels with partners' core decision-makers; support them in formulating customer expansion strategies and co-drive execution to accelerate Alibaba Cloud's business growth — enhancing both the efficiency and quality of customer coverage through aligned, high-impact partnerships. • Mastery of core sales fundamentals, including maintenance and updating of key sales artifacts such as the Business Architecture Diagram and	reasonable partner requests and make quick decisions. **Partner Collaboration Risk Management** • In accordance with ecosystem collaboration policies, effectively manage ecosystem quality control, compliance, and credit risk to prevent integrity violations and other red-line behaviors, thereby enhancing business security.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Organizational Structure Diagram within the "Four Diagrams and One Table" framework • Ability to distill and articulate clear, compelling Key Value Propositions for solutions and services • Independently manage the full sales cycle for mid-sized enterprise clients — from initial needs analysis through to contract signing • Identify latent or unspoken client needs and recommend tailored ecosystem-based solution bundles that address underlying business challenges • Develop customized ROI (Return on Investment) calculation models to quantitatively demonstrate value and effectively influence client decision-making		
Solutions Architect 💼	• Bachelor's Degree in Computer Science or in any related fields • Minimally 5 years of experience working and consulting on enterprise architecture design and has a strong understanding of customer needs and requirements. • Strong business acumen to explore the value cloud computing brings to customers. • Good technical hands-on ability to help clients	• Solutions Architect (SA) is a key pre-sales technical position in Alibaba Cloud international business division. • Our SA's are experienced cloud architects with comprehensive IT knowledge and industry insight and are, ultimately, the key to success on implementing projects. • Solutions Architects are responsible for developing solutions in Alibaba Cloud and helping customers and partners to develop their applications and services on	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Location:** NA

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	develop reasonable cloud migration strategies and solutions, diving deep into technical details. • Proactive optimization mindset to assist clients in deepening cloud understanding, promoting cloud deployment optimization, cost optimization, and technological transformation. • Strong sense of ownership with a customer-centric approach; excellent self-learning, teamwork, and communication skills. • Rich experience in building and optimizing cloud architectures, or development experience, and good customer service experience. • Proficiency in one or more technical domains, such as computing, networking, storage, big data, artificial intelligence, machine learning, containers, microservices architecture, DevOps, and agile development. • Have experience in one of the following industry IT solutions - FSI, Retail, Media, Public Sector • Able to communicate in both English, and Mandarin (Read and	the Alibaba Cloud platform. 1. Market Insights & Competitive Analysis • Output market insight analysis report of segmented fields based on demand information such as market development trends, market space, core scenarios and pain points in the segmented fields. • Collect competitive information, and give differentiated competitive solutions through the analysis of strategies and scenarios of competing pairs in competitive projects 2. Business Opportunity Identification & Pre-sales Guidance • Responsible for the pre-sales guidance of key decision makers of the customer, use the customer's language to start a dialog, gain trust, explore the real needs of the customer, and form effective business opportunities • Deeply explore the customer's business technology status and development trend, and establish complete and accurate customer business technology documentation. 3. Solution Design & Promotion • Produce targeted solutions according to customer needs, in the project, develop correct product selection strategy, POC test strike strategy, bidding & bid strategies,	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Speak) as the role will need to collaborate with the team in China.	product configuration strategy, etc., achieve contract signing, and continuously ensure the increase of Alibaba Cloud's market share in this customer. • Promote the incubation and replication of public cloud solutions in segmented fields. • Timely identify and deal with risks of the technology and project during the solution landing process, collaborate with the product team and delivery team for normal fulfillment, and achieve revenue conversion. 4. Capability Accumulation & Empowerment • Accumulate knowledge documentation such as universal cloud architecture templates, best practices, and cases for the segmented fields/scenarios. • Provide the presentations, evangelism and empowerment training for sales teams and eco-partners. 5. Product Requirements & Defect Feedback • Abstract and summarize product requirements and defects in segmented fields, promote product improvement, new product projects, and major functions launch, enhance product competitiveness.	

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#7 Avantus Training

Avantus Training began from the need to develop a skilled pool of technology talent for the community; keeping abreast of the constantly evolving IT landscape. Since, we have been recognized for our ability to be a life-long training partner and mentor for every individual.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
ICT Applications Trainer 💼	• Deliver official vendor courses as well as Skill Future accredited courses and assessment • Meet with customers for contextualization of courses, customization of content and delivery • Develop, update and deliver customized and new courses/content • Contribute to organizational knowledge in subject areas for sales, licensing and product features as a subject matter expert • Be updated with current technology and certifications • Take on ad hoc projects and seminars	• Deliver applications/end user training classes	• **Working Hours:** 5 days / week 44 hrs/ week • **Employment Type:** Full Time • **Location:** 80 Jurong East Street 21 (S)609607
Technical ICT Trainer (FT/PT) 💼	• Deliver official vendor courses as well as Skillfuture accredited courses and assessment • Meet with customers for contextualization of courses, customization of content and delivery • Develop, update and deliver customized and new courses/content • Contribute to organizational knowledge in subject areas for sales, licensing and product features as a subject matter expert	• Deliver ICT technical courses including AI courses	• **Working Hours:** 5 days / week • **Employment Type:** Full Time/ Part Time • **Location:** 80 Jurong East Street 21 (S)609607

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Be updated with current technology and certifications • Take on ad-hoc projects and seminars		
Training Sales Executive 💼	• Make outbound calls to prospective students, professionals, and corporate clients. • Handle inbound leads from digital campaigns, referrals, and walk-ins. • Understand customer needs and recommend suitable IT training courses. • Deliver clear and persuasive course presentations over phone or in person. • Achieve and exceed monthly sales targets and KPIs. • Follow up with leads consistently to maximize conversion.	• Looking for a driven and results-oriented Sales & Tele-Sales Executive to promote and sell our IT training programs to individuals and corporate clients. • The role involves lead engagement, consultative selling, and business development, with strong focus on closing deals and building long-term customer relationships.	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Location:** 80 Jurong East Street 21 (S)609607

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#8 BDO Singapore

BDO Singapore is a leading full-service professional firm, offering an extensive and comprehensive suite of services encompassing audit, accounting, tax, business advisory and business services outsourcing to SMEs, large businesses, and multinational corporations across diverse industries. We are an independent member firm of BDO International, the fifth-largest professional services organisation in the world. As a forward-thinking, digital-focused firm that sees digital as a cornerstone of excellence, we boast over 600 employees who consistently earn the trust of our clients and the market by delivering ideas that create value to support our clients' growth, prosperity, and transformation.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Associate (Workforce Transformation) 💼 ⭐	• Diploma or Degree in Business, Information Systems, Analytics, Computer Science, or a related field; or equivalent practical experience in data analytics or digital systems. • Minimum 1–2 years of relevant working experience in digital operations, analytics, or data-driven roles.	• Analyse and interpret data from digital platforms, CRM systems, and programme databases to generate insights on programme performance and workforce initiatives. • Develop, maintain, and automate recurring reports and dashboards to track key performance indicators (KPIs) and operational metrics. • Manage digital databases, including data cleansing, segmentation, validation, and maintenance to ensure data accuracy and integrity. • Support data-driven optimisation of digital programmes by identifying trends, performance gaps, and improvement opportunities. • Collaborate with internal stakeholders to translate business and operational requirements into data tracking, reporting, and analytics solutions. • Maintain and administer digital tools and systems, including CRM platforms, analytics tools, and email	• **Working Hours:** 5 days / week 8:45am to 5:45pm • **Employment Type:** Full Time • **Location:** 600 North Bridge Road (S)188778

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		systems, used for programme operations. • Support website and SEO performance analysis through traffic, engagement, and user behaviour data. • Assist in improving operational efficiency through basic process automation, data workflows, and system enhancements. • Prepare analytical summaries and insights to support management reporting and strategic planning.	
Job Redesign Consultant 💼	• Bachelor's degree in Industrial/Systems Engineering, HR, Business, Operations Management, Organizational Psychology, or related field. • 4-6 years in job redesign, process improvement, operations excellence, or HR consulting. • Demonstrated experience producing high-quality job descriptions, SOPs, and competency models. • Experience in one or more domains (e.g., manufacturing, logistics, healthcare, public sector, retail, or services).	• Analyze current jobs: tasks, process steps, handoffs, systems, pain points, compliance and safety requirements. • Conduct time-and-motion/task analysis and identify waste, variation, and automation opportunities. • Redesign roles (tasks, responsibilities, RACI), improve workflows, and clarify interfaces between teams. • Define competency, certification, and training requirements for redesigned roles. • Update job descriptions, job families, career paths, and evaluation criteria. • Pilot redesigned jobs; collect feedback and iterate for usability, safety, and effectiveness. • Develop SOPs, visual work instructions, and role handbooks. • Implement change management: comms,	• **Working Hours:** 5 days / week 8:45am to 5:45pm • **Employment Type:** Full Time • **Location:** 600 North Bridge Road (S)188778

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		training, coaching, and adoption supports. • Coordinate with HR on grading, compensation alignment, and performance frameworks. • Ensure legal, regulatory, and union/industrial relations considerations are met. • Build measurement approach: productivity, quality, safety, customer metrics, and employee experience. • Partner with IT/Automation teams to embed tools, ergonomics, and human-centered design. • Document benefits and ROI; create replication blueprints for scale-up.	
Workforce Transformation Consultant 💼	• Bachelor's degree in Business, HR, Organizational Psychology, Industrial Engineering, or related field; Master's preferred. • 4-6 years in workforce strategy, org design, HR transformation, management consulting, or large-scale change. • Proven delivery of multi-workstream workforce or operating model transformations. • Experience with change management and capability-building in complex environments (e.g., multi-site, unionized, or public sector).	• Diagnose current workforce: structure, roles, headcount, skills, demographics, costs, and productivity. • Define future-state workforce model aligned to business strategy, operating model, and technology roadmap. • Conduct skills gap analysis; build reskilling, upskilling, and redeployment plans at scale. • Develop workforce planning frameworks (capacity modeling, demand/supply, succession, critical roles). • Partner with HR, Digital/IT, and Business Leaders to design transition plans and governance. • Shape change management strategies: stakeholder mapping, communications, training, adoption metrics. • Introduce talent and performance processes to	• **Working Hours:** 5 days / week 8:45am to 5:45pm • **Employment Type:** Full Time • **Location:** 600 North Bridge Road (S)188778

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		support the new model (career paths, job families, competencies). • Advise on automation/AI impact on roles and FTE—create ethical, people-centric transition plans. • Define KPIs and dashboards: capability uplift, productivity, engagement, attrition, time-to-competency. • Build and deliver playbooks, toolkits, and standard operating procedures for repeatable change. • Facilitate leadership workshops and executive decision forums to unblock transformation. • Ensure compliance, workforce policies, and labor relations are considered in design and execution. • Manage project delivery: scope, timeline, risk, budget, and vendor/partner coordination. • Transfer knowledge to internal teams to sustain outcomes post-project.	

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#9 BELLS Institute of Higher Learning

Formerly known as AGB Education, BELLS is an established name in adult learning. Our commitment to building learning communities and enriching lives with in-demand skills has earned us the trust and partnership of leading industry bodies such as e2i Singapore and NTUC. Through these collaborations, we equip our learners with the industry-relevant skills that they need to thrive in today's world of work.

We operate 9 training centres across Singapore, where our seasoned trainers have helped more than 150,000 adults learn with zest.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Accounts Assistant 💼 ⭐	• Some experience in accounting or admin work (fresh grads welcome) • Basic knowledge of Excel and accounting software (e.g. Xero, QuickBooks, MYOB) • Careful, responsible, and good with numbers • Able to work well with others and meet deadlines	• Prepare and check invoices, receipts, and payments & refunds • Record daily transactions in the accounting system • Handle supplier payments and staff claims • Follow up on customer payments • Do simple bank and account reconciliations • Keep proper filing of financial documents • Help with month-end closing and reports • Support other admin or finance tasks when needed	• **Working Hours:** 5 days /week, 9am-6pm • **Employment Type:** Full Time • **Location:** 2 Leng Kee Road (S)159086
HR Assistant 💼 ⭐	• Diploma/Degree in Human Resource Management, Business Administration, or related field. • Fresh graduates are welcome (relevant experience & knowledge of the Employment Act and HR best practices is an added advantage). • Proficient in MS Office (Excel, Word, PowerPoint).	• Assist in job posting, screening resumes, and coordinating interviews. • Prepare employment contracts, and onboarding materials. • Conduct orientation sessions for new hires and ensure smooth integration. • Maintain and update employee records, HR databases, and personnel files. • Assist in preparing HR-related letters (confirmation, extension, transfer, etc.).	• **Working Hours:** 5 days /week, 9am-6pm • **Employment Type:** Full Time • **Location:** 2 Leng Kee Road (S)159086

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Good communication, interpersonal, and organizational skills. • Able to handle sensitive information with confidentiality and professionalism.	• Support HR initiatives, engagement activities, and welfare programs. • Assist in handling employee queries and providing HR support when needed. • Ensure compliance with employment laws and HR policies. • Assist in preparing HR reports, statistics, and management summaries. • Maintain confidentiality and data integrity of all employee information.	
Packer (PT) ⭐	• Able to work on weekends • No experience needed • Willing to learn • Able to carry light load (e.g. Box of flour) • Able to converse simple English • Immediate employment available	• To pack all required ingredients in a timely manner • Assist in the preparation of ingredients, which include weighing, packing, cutting, and sorting all dry and wet ingredients • Follow house rules for all perishables	• **Working Hours:** 3 days /week, Shift Schedule • **Employment Type:** Part Time • **Location:** 2 Leng Kee Road (S)159086
Sales Consultant (FT/PT) 💼 ⭐	• Share exciting leveling up Technology courses that's impacting the world • Share Baking courses to unearth baking talent! • Good service and attitude towards lifelong learning • Acquire new learners • 5 days work inclusive of weekends	• Comfortable with working roadshows • Passionate about promoting lifelong learning • Share about Baking / Technology courses • Good service attitude and follow up	• **Working Hours:** 5 days /week, Shift Schedule • **Employment Type:** Full Time/ Part Time • **Location:** 2 Leng Kee Road (S)159086

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Student Services Ambassador (FT/PT) 💼 ⭐	• Priority & better compensation for candidates who able to work Weekend shift • Minimum A level / Diploma in any discipline will have an advantage. • Dynamic individual with service aptitude, passion for service delivery and a proactive approach • Good written & oral communication skills • Strong team player with self-initiatives & commitment to excel. • Ability to function effectively and multitask in a dynamic environment. • Structured career progression plan to groom potential candidates	• Provide personalized assistance to students regarding academic, administrative, and personal matters. • Offer guidance on academic programs, course selection, and career pathways to students. • Delivery & inoculate an excellent service culture to enhance student experience. • Work closely with inter-departments and partners to ensure high quality and timely expedition of customers' inquiries and/or requests. • Maintain accurate records of student interactions, issues raised, and resolutions provided. • Handle collection of payments and all centre related administrative duties • Promote courses to learners as upskilling opportunities to boost enrollment	• **Working Hours:** 5 days /week, Shift Schedule • **Employment Type:** Full Time/ Part Time • **Location:** 2 Leng Kee Road (S)159086
Tech Trainer (Freelance/ PT/Contract) 💼	• Advanced Certificate in Learning & Performance (ACLP) certification (mandatory). **Strong domain expertise in at least one of the following areas:** • Artificial Intelligence / Machine Learning • Data Analytics / Data Science • Cloud Computing / Cybersecurity • ECommerce / Digital Marketing • General ICT, Digital Transformation, or Emerging Tech Skills	• Deliver engaging and effective training sessions for adult learners under WSQ/SSG funded programmes. • Facilitate hands on workshops and practical activities in technology courses (e.g., AI, Data Analytics, Cloud, E-Commerce, Digital Marketing, Cybersecurity). • Assess learners fairly in accordance with WSQ competency standards. • Provide constructive feedback and coaching to support learners' growth. • Adapt training content and methodologies to suit	• **Working Hours:** 5 days /week, 9am-6pm • **Employment Type:** Freelance / Part time / Contract • **Location:** 2 Leng Kee Road (S)159086

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Prior experience in conducting WSQ programmes will be an advantage. • Strong communication, facilitation, and adult learning engagement skills. • Passionate about helping learners succeed.	different learning needs and profiles. • Work closely with programme coordinators to ensure high training quality and compliance with SSG requirements.	
Training & Talent Development Specialist 💼 ⭐	• Prior experience supporting sales teams or working with external agencies • Strong communication and presentation skills for conducting onboarding and training sessions. • Good understanding of sales processes, customer engagement workflows, and basic compliance concepts. • Ability to analyse sales performance data and highlight trends or issues. • Competent in Microsoft Office (Excel, PowerPoint, Word)	• Conduct onboarding for newly recruited salespersons, including introduction to the company's mission, vision, values, and organisational structure. • Deliver onboarding training covering system, sales processes, and core product knowledge. • Plan and conduct routine training sessions such as new product briefings, compliance refreshers, and code-of-conduct training. • Support the marketing consultant in monitoring and evaluating the performance and productivity of the sales team. • Monitor, investigate, and take action on any undesirable sales practices to uphold Code of Conduct and sales quality standards. • Work closely with Finance and HR to compile sales commissions. • Support the Special Projects Department in executing special initiatives and ad hoc assignments as required.	• **Working Hours:** 5 days /week, 9am-6pm • **Employment Type:** Full Time • **Location:** 2 Leng Kee Road (S)159086

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#10 BreadTalk Group

BreadTalk is a distinctive, award-winning Singaporean brand that has gained international appeal for its signature Flosss. With the belief that every bun has a life of its own and a story to tell, BreadTalk is renowned for the way it has revolutionised the culture of bread consumption with creativity and innovation.
At the heart of our brand, Flosss is an iconic product that has become synonymous with BreadTalk. Our range of breads goes far beyond Flosss, with new and exciting products regularly added to our lineup

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Engineering Technician 💼 ⭐	• NITEC / Higher NITEC / Diploma in Electrical, Mechanical, Mechatronics Engineering, or a related technical discipline • At least 2–3 years of hands-on experience in maintaining food production machinery • Strong knowledge in troubleshooting power supplies, motor controls, and automation systems • Competent in general building maintenance (plumbing, painting, basic carpentry) • Ability to guide production staff on correct machine usage and conduct basic technical training • Willing to perform ad-hoc repairs and work flexible hours/shifts if required to support production schedules • Physically fit to handle manual repair work and move around a factory environment • Familiarity with Rondo machines, dough	• Perform routine maintenance and repair work on factory machines, equipment, and facilities to minimize downtime • Repair and maintain power supplies and related electrical systems to ensure safe and efficient operations • Support the upkeep and troubleshooting of bakery equipment, particularly Rondo machines, dough dividers, and sheeter machines • Carry out minor repair works including plumbing, painting, and other ad hoc facility maintenance tasks • Draw and update accurate floor plans for factory layouts and equipment placement to support operational efficiency • Provide technical guidance and on-the-job training to staff members on proper equipment usage and basic troubleshooting • Implement and monitor preventive maintenance schedules to extend equipment lifespan and ensure smooth operations • Enforce compliance with workplace health and safety	• **Working Hours:** 5.5 days/ week, 8am - 5pm, **Sat:** 8am - 1pm • **Employment Type:** Full Time • **Location:** 30 Tai Seng Street (S)534013

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	sheeters, and dividers is strongly preferred	standards, ensuring a safe environment for all staff	
Finance Assistant Intern 💼🎓	• Degree/Diploma in Accountancy, Finance or similar discipline. • Able to commit for 6 months • Able to converse in mandarin will be a bonus • Willingness to learn and positive working attitude • Meticulous with accuracy & efficiency • Able to get along with others and display good team spirit	• Ensure timely and accurate recording of invoices in the accounting system • Liaise with suppliers and business divisions on any discrepancies in invoices and other supporting documents • Filing and organisation of documents • Ensure compliance of organisational process/procedures • Assist in ad-hoc projects assigned from time to time	• **Working Hours:** 5 days/ week, 9am to 6pm • **Employment Type:** Full Time • **Job Type:** Internship • **Location:** 30 Tai Seng Street (S)534013
Management Associate (Food Atrium) 💼⭐	• Diploma/Degree in F&B Management, Hospitality, Business Administration, or a related discipline • 1-2 years of operations experience in a Food Court, Coffee Shop, Quick Service Restaurant (QSR), or high-volume F&B environment is a plus • Experience managing multiple tenants/stalls or overseeing third-party delivery operations (GrabFood, Foodpanda, Deliveroo) is highly advantageous • Strong understanding of SFA (Singapore Food Agency) regulations, Food Hygiene standards, and Halal certification requirements (if applicable)	• Ensure adherence to company policies and procedures, as well as compliance with relevant government regulations • Support the Branch Manager in overseeing daily operations to ensure the smooth running of the food atrium • Attend to requests and enquiries from tenants, customers, and cleaning staff in a professional and timely manner • Perform regular hygiene inspections and inventory checks at outlets • Conduct periodic cash audits to ensure adherence to the Cash Control Policy • Coordinate and assist with virtual food delivery orders across multiple tenants • Monitor and maintain the visual standards of stall displays and staff grooming across the outlets	• **Working Hours:** 6 days/ week, 8am to 4pm, 11am to 8pm, 1pm to 10pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 30 Tai Seng Street (S)534013

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Proven experience in cash management, including conducting cash audits and enforcing cash control policies • Ability to coordinate effectively with diverse groups—from stall tenants and cleaning contractors to external suppliers • Strong interpersonal skills to handle enquiries and disputes from tenants and customers professionally • High standards for visual merchandising (stall displays), staff grooming, and overall premise cleanliness • Proactive in identifying operational bottlenecks and proposing innovative solutions • Willing to work rotating shifts, weekends, and Public Holidays as per the operational hours of the food atrium	• Serve as the point-of-contact for external contractors and suppliers • Contribute to process improvement by proposing and implementing innovative operational practices • Any other responsibilities as assigned by the supervisor or lead	
Marketing Intern 💼 🎓	• Minimum Diploma in Marketing, Mass Communications, Business Administration, or a related field. • At least 1 year of relevant working experience is preferred (Fresh graduates with strong internship experience in Marketing/Events are welcome to apply)	• Assist the Brand & Marketing team in new store openings, new product launches and marketing-related events and activities. • Assist in preparation of outlets' collateral requirements and dissemination. • Copywriting and vetting for communication materials, online channel management and website updates.	• **Working Hours:** 5 days/ week, 9am to 6pm • **Employment Type:** Full Time • **Job Type:** Internship • **Location:** 30 Tai Seng Street (S)534013

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Excellent command of English (written and spoken) with the ability to craft engaging content for social media, websites, and promotional materials. • Competent in Microsoft Office (Excel, PowerPoint, Word). Experience with Content Management Systems (CMS) for website updates is a plus • Familiar with current trends on platforms like Instagram, TikTok, and Facebook • Organized and detail-oriented; able to handle administrative processes (raising forms, memos) and coordinate logistics for store openings/events • Experience in the F&B or Retail industry is a distinct advantage	• Work with appointed agencies and assist Executive to manage the brand's social media platforms. • Communicate with suppliers and internal departments, liaison with mall A&P teams on ad spaces and mall campaigns. • Support the Executive in various administrative matters such as raising of internal forms and memo generation. • Preparation of post-campaign reports. • Assist in marketing research and any other ad-hoc tasks if required.	
Talent Acquisition Executive 💼 ⭐	• Diploma or Degree in Human Resource Management, Business, or a related field • IHRPCA/CP is a plus • 1 to 2 years of recruitment experience; internship or part-time • F&B recruitment experience is a bonus • Proficient in Microsoft Office and familiar with recruitment platforms (e.g., JobStreet, FastJobs, MyCareersFuture)	• Assist in the end-to-end recruitment process including posting jobs, screening resumes, scheduling interviews, and supporting onboarding activities. • Serve as a friendly and professional point of contact for candidates, ensuring a positive experience throughout the hiring journey. • Maintain and update recruitment trackers, HR systems, and candidate databases accurately and timely.	• **Working Hours:** 5 days/ week, 9am to 6pm • **Employment Type:** Full Time • **Location:** 30 Tai Seng Street (S)534013

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• A positive, can-do attitude and a passion for people	• Assist in organising and participating in recruitment events, career fairs, and engagement campaigns. • Coordinate with hiring managers and HRBP team members to align on recruitment needs and timelines. • Participate in ad-hoc HR initiatives and projects related to recruitment and employee experience.	

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#11 CBM

CBM provides a full range of Integrated Facility Management (IFM) services.
We address our client's unique needs and act as a single point of contact to relieve them of their daily non-core operational issues.
As a customer-oriented organization, we strive to provide the best quality service to meet our client's expectations and help them achieve their business objectives.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Account Manager (Facilities Management) 💼	• Degree in Facilities Management, Estate Management, Building or relevant related discipline from a recognized tertiary institute • At least 5 years of relevant experience in facilities management and business development portfolios • Able to work independently with minimum supervision • Able to conduct market outreach and marketing • Proactive and independent • Dynamic and multitasking capabilities	• Ensure contract compliance and meet or exceed KPIs. • Foster a culture of service excellence and continuous improvement • Monitor and update account processes and procedures • Collaborate with Site Lead to develop and execute strategic business plans • Maintain data integrity in management systems • Deliver contractual and ad-hoc reports punctually • Oversee contractor on/off boarding, induction and adherence to standards • Monitor planned preventive maintenance in line with regulations. • Supervise minor repairs and ensure timely, safe and budgeted service delivery. • Support engineering during planned or unplanned power shutdowns. • Uphold safety protocols and crisis management procedures • Manage financial targets, expenses and budgets including raising Change Requests. • Oversee supply chain delivery, ensuring service quality • Ensure accurate and timely financial reporting and billing	• **Working Hours:** 5 days / week 44 hrs / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** East

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Manage staff performance, development and recruitment • Enforce compliance with Health, Safety, Environmental and Risk Management policies. • Report incidents and implement emergency escalation processes. • Cultivate teamwork, collaboration and personal development within the team. • Manage workload, resourcing and succession planning • Any other ad-hoc works assignment by the management.	
Assistant Building Manager 💼	• Degree in mechanical/electrical engineering with min 4 years relevant work experience in building mechanical and electrical services. • Fully certified as a Singapore Certified Energy Manager (SCEM). • Singapore Citizen or PR.	• Oversee and manage Facility Management Services at building(s) that he/she is assigned to • Manage term contractors/ specialist contractors to ensure smooth operation of buildings • Manage relation to client/authorities/ tenants • Provide client / authorities / tenants with updates of electrical, water and other service outages and scheduled shutdowns • Attend to feedback by tenants/ clients, to recommend and take remedial actions • Budgeting and managing expenses • Develops and implements facility emergency plans. • During evacuations, assists emergency response teams in assessing building condition, locating missing personnel, shutting off utilities, and	• **Working Hours:** 5 days / week 44 hrs / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		delivering a status report to assembly point leaders • Any other ad-hoc assignments assigned by the Management.	
Assistant Business Development Executive 💼	• Minimum Diploma in Facilities Management, Estate Management, Building or relevant related discipline from a recognized tertiary institute • At least 5 years of relevant experience in facilities management and business development portfolios • Able to work independently with minimum supervision • Able to conduct market outreach and marketing • Proactive and independent • Dynamic and multitasking capabilities	• To conduct business development of Facilities Management (FM) business and relationships with potential customers and service partners, and to identify and develop new and existing business opportunities • Tender Management – to conduct the entire process of tender administrations and tender submission management • To collaborate with functional departments to generate writeup for effective and competitive FM tender and business proposals • To generate FM business processes, SOPs and marketing plans into presentable writeup including tender proposals and submissions • To conduct corporate presentations to potential clients, guests and for tender interviews • To manage the transition of secured projects including deployment to site operations, mobilization of manpower, coordinating transition activities between clients and Company, reporting progress, procurement of suppliers and services, generate and establish SOPs and processes, recommending and	• **Working Hours:** 5 days / week 44 hrs / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Katong

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		implementing solutions, and contract management • To prepare reports and minutes for Single Business Unit/Management Meeting • To enhance relationship with service partners and suppliers for the delivery of FM projects and businesses • To mobilise new projects within timeline and budget, and to meet SLA and KPI established in the contract document • To prepare midyear and annual review of Business Development Unit and assist in preparation of 3-year Business Development Plan • Any other scope and roles as assigned by the immediate Superior.	
Assistant Business Development Manager (Facilities) 💼	• Degree/Diploma in Business, Engineering, Facilities Management, or related field. • Minimum 6-8 years of experience in Business Development or Tender/Bid Management, preferably in the FM industry. • Proven track record of securing medium to large-scale FM contracts (public and/or private sector). • Strong understanding of FM services (IFM, M&E, Cleaning, Security, etc.) and tendering processes, including public sector procurement.	**Business Development** • Lead the identification, pursuit, and acquisition of new business opportunities across commercial, industrial, healthcare, government, and largescale public infrastructure sectors. • Develop and execute long-term business growth strategies aligned with organisational goals and market trends. • Represent the company at industry events, conferences, and networking sessions to enhance brand visibility and establish new partnerships. • Conduct market research and competitor analysis to support strategic positioning. • Provide strategic insights to senior management to guide pricing strategy, service	• **Working Hours:** 5 days / week 44 hrs / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Katong

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Excellent proposal writing, communication, negotiation, and presentation skills. • Strong analytical ability to understand cost structures and develop competitive pricing strategies. • Ability to handle multiple high stakes bids concurrently and work under demanding timelines. • Proficient in Microsoft Office; experience with CRM or bid management systems is advantageous.	innovation, and market repositioning. **Tender & Bid Management** • Oversee the full tendering cycle for high-value and complex FM contracts, including bid strategy formulation, pricing direction, risk assessment, and executive approvals. • Provide leadership to internal bid teams and work closely with operations, engineering, pricing, and compliance teams to develop competitive bids. • Ensure that all tender submissions are competitive, well-structured, and compliant with technical and commercial requirements. • Drive value engineering and solution differentiation to enhance bid competitiveness • Manage tender governance, including tender briefings, proposal reviews, costing validation, and pre-submission quality checks. • Lead client presentations, clarification sessions, negotiations, and eventual contract handover to operations. • Maintain accurate records of all tender activities, outcome tracking, and win/loss analysis.	
Assistant Contract Executive 💼	• Diploma in Quantity Survey, Building, Engineering, Facility Management or other relevant qualifications with minimum 3 years' relevant experience.	• Support of maintenance and project works function • Undertaking costs analysis for repair and maintenance project work	• **Working Hours:** 5 days / week 44 hrs / week • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Assisting in stabling client's requirements and undertaking feasibility studies • Performing value management and cost control • Advising on procurement strategy • Identifying, analysing and developing responses to commercial risks • Providing advice on contractual claims • Prepare tender documents, tender calling, tender evaluation, market survey report, contract documents, including bills of quantities with clients/ architects, and preparing and analysing costing in detailed reports • Administer term contractors A&A works • Valuing completed work and arranging payments • Understanding the implications of health and safety regulations • Any other ad-hoc assignments assigned by the Management.	• **Job Type:** Permanent • **Location:** East
Assistant Engineer 💼	• Diploma or Degree in Mechanical, Electrical, HVAC, or Building Services Engineering. • 1-3 years of experience in HVAC operations, preferably with chillers and central plant systems.	• Assist to perform Energy and Engineering audits. • Working closely with Energy Managers to provide accurate and informative reports. • To perform Measurement and Verification of the performance of M&E Plant. • Managing energy improvement and retrofitting projects. • Help evaluate existing buildings for appropriate energy conservation measures.	• **Working Hours:** 5 days / week 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** North

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Understand financial terms, payback, ROI and related energy saving calculations. • Maintain logs, maintenance records, and spare parts inventory. • Strong communication and teamwork skills. • Problem-solving mindset and willingness to learn. • Any other duties as and when assigned by management	
Assistant Projects Manager 💼	• Min. Dip with 10 Years or Degree with 5 Years in Engrg or Bldg Services • Experience in Mechanical Systems major in ACMV and BMS, Kitchen Exhaust systems. • Proficient in MS Office and project management software (e.g., MS Project, AutoCAD).	• Assist the Project Manager in planning, organizing, and overseeing mechanical engineering projects. • Coordinate with internal teams, contractors, vendors, and consultants to ensure project requirements are met • Prepare project documentation including progress reports, technical submittals, schedules, and meeting minutes • Monitor project timelines and ensure activities are progressing according to plan • Support in reviewing mechanical drawings, specifications, and shop drawings • Assist in procurement of mechanical materials and equipment in coordination with the procurement team • Conduct site inspections to monitor work progress and ensure compliance with safety and quality standards • Track and manage project variations, change orders, and cost estimates • Coordinate testing, commissioning, and handover of mechanical systems.	• **Working Hours:** 5 days / week 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** East

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Support in resolving technical and engineering issues during project execution. • Willingness to travel to project sites when required. • Perform any duties as and when required by Management.	
Assistant Quantity Surveyor 💼 ⭐	• Minimum a Diploma in Quantity Surveying, Building, Engineering, Facility Management, or other relevant qualifications. • At least 3 years of relevant experience in a similar role.	• Support of maintenance and project works function • Undertaking costs analysis for repair and maintenance project work • Assisting in stabling client's requirements and undertaking feasibility studies • Prepare tender documents, tender calling, tender evaluation, market survey report, contract documents, including bills of quantities with clients and preparing and analysing costing in detailed reports • Administer term contractors A&A works • Valuing completed work and arranging payments • Provide general administrative support and services to client and internal staff to run smooth operations • Assist in procurement of office supplies and equipment • Manage office general admin and sourcing for purchases, process service orders and billing • Manage and maintain proper records and files of correspondence and documents. • Administering documentation and filing	• **Working Hours:** 5 days / week 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** East

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Assist in preparing reports, generating quotations & contracts • Any other ad-hoc assignments assigned by the Management.	
Assistant Technical Executive 💼 ⭐	• Diploma in Facilities Management, Engineering, Estate Management or other relevant qualifications from a recognized institute with minimum 3 years relevant experience. • Fresh graduates are welcome to apply.	• Assist and report directly to Building Manager (BM) in all operation & maintenance concerns: • Oversee the facilities management within the premises. • Compiling the monthly utilities report and tabulations. • Monthly M&E reports. • Assist in developing and implementing Standard Operating Procedures (SOP) as and where necessary. **Interfacing with the clients:** • Attend monthly meetings with clients & prepare the minutes of the meeting • Providing updates on ad-hoc and outstanding issues • Attending to clients' feedback or requests • Coordinates the preventive and corrective maintenance works schedule with the contract and client. **Coordinate and manage projects:** • Provide costing and proposals for ad-hoc works/projects • Evaluate the quotations submitted by contractor and provide a formal quotation to the client • Inspect works carried out are proper and in satisfaction • Liaising and managing contractors	• **Working Hours:** 5 days / week 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** East

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Leading the onsite technical teams: • Provide guidance, training and supervision to technical staffs to ensure proper execution of assigned task • Planning of maintenance schedule • Review and planning monthly maintenance schedule • Oversee all work is carried out timely and smoothly by the staff • Any other ad-hoc assignments assigned by the Management	
Building Manager 💼	• Possess an approved tertiary or equivalent qualification and with at least 5 years relevant post graduate experience in Projects & Facilities Management/ Estate Management/ Engineering or Equivalent • Singaporean/PR only	• Oversee and manage the performance delivery of facility management service at respective zones • Provide leadership and guidance to a team of Building Managers, Technical Executive, Quantity Surveyors and Project Managers to ensure day-to-day operations at assigned buildings • Identify and troubleshoot problems and provide professional advice to the team • Develop standard operation procedures and internal workflow to maintain smooth operation at sites • Manage relation to client/ authorities, being the liaising point of contact • Oversee area budgeting and expenses • Work closely with approved contractor to ensure timely delivery of services, seek extension of time (EOT) for work delay with proper justifications and conduct diligent onsite certification of	• **Working Hours:** 5 days / week 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		completion (COC) or service report. • Respond to assigned client needs, coordinate with contractors and/or client's representatives to resolve issues and escalation of critical/unresolved issue to management. • Conduct and report on periodic building inspections, including registering any concerned building facilities issues with users. • Carry out spot checks on contractors' works for compliance to workplace safety, legislation, practices and standards. • Maintain accurate and up to date servicing records, equipment inventory and history records etc. for traceability and audit purposes. • Plan, monitor, inspect and report on the preventive maintenance work and services • Assist and liaise with HQ supporting staff on services rendered e.g. Horticultural, ECO, Safety, Project etc. • Prepare and participate in all audits. • Plan and carry out predictive, preventive and corrective maintenance and follow up on any defective /malfunction detected in a timely manner. To respond to client / user needs and coordinate with in-house technical staff or term contractors to resolve issues.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Operate and maintain all building services / facilities in good serviceable condition and in accordance to the plan maintenance program to maximize efficiency and minimize maintenance and energy costs. • Liaise with client representative / user of any concerned building facilities issues. • Supervise a team of onsite technical executives / contractors and emphasize workplace safety. • Perform safety / routine inspection on general facilities of the client office to ensure office facilities and equipment are operating at optimum level. • Coordinate and supervise minor repairs and breakdown troubleshooting. • Supervise the performance of contractors in annual electrical power shutdown. • To maintain accurate and up-to-date equipment history record and analyze for improvement. • Prepare request for proposal (RFP), technical specification, and scope of works for contract renewal and tender of facilities management services. • Prepare payment consolidation and tax invoices tracking and expenditure report. • Prepare monthly report to user. • Any other ad-hoc assignments assigned by the Management.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Carpark Attendant ⭐	• Must possess at least Primary/Secondary School/ "O" level • Must be able to communicate in English • Able to work shift schedule is preferable • With own transportation is preferable • Able to endure outdoor environment	• Check and ensure the car park is in operation, report accordingly if there are any abnormalities • Correspond with motorists pertaining to season parking matters (new application, renewal of season parking, change of particular & refund) • Carry out enforcement action on illegal and unauthorized parking of vehicle (e.g. issuance of notice, wheel clamping) • Ensure the cleanliness of the parking systems and car park environment • Any other ad-hoc assignments assigned by the Management	• **Working Hours:** 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Class 4 Driver ⭐	• At least 3 years' experience with class 4 vehicle	• Drive around Singapore delivering the laundry and linen to hotels in Singapore • To assist in receiving, picking, loading/unloading of laundry items. • To follow routes and time schedule. • Ensure cleanliness of the vehicle of all times. • Adhere to safety requirements at all times. • To carry out any other duties as assigned by the management or supervisor as required	• **Working Hours:** 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Cleaner ⭐	• At least 1 year of relevant working experience. • Must be able to work shifts, weekends and public holidays when necessary. • Positive attitude, hardworking with pleasant personality.	• Report to supervisors / team leaders. • Perform washing and housekeeping tasks as scheduled and instructed. • Adhere to all rules and regulations. • Responsible for proper housekeeping and maintenance of equipment / tools.	• **Working Hours:** 5, 6 days/ week 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Responsible for proper record of attendance in cleaning schedule forms. • Comply with legal and other applicable requirements related to quality, environment and safety. • Comply with procedures of Integrated Management System.	
Condominium Manager 💼	• Candidate must possess at least a diploma in Estate Management, Building Services Engineering or equivalent. • Minimum 4-5 years of MCST experience for Diploma holders and have experience in handling more than 900 units. • Good knowledge of BMSMA Act • Others skill sets • Contract Management skillset is a must • Oversees regular building maintenance and repairs • Maintaining and updating Standard Operation procedures • Monitoring of maintenance budget • Coordinate council meetings and AGM • Dispute management • Knowledge of BMSMA is mandatory • Knowledge of Electrical and M&E.	**ADMINISTRATIVE FUNCTIONS** • Advise the Corporation on all matters regarding the affairs of the Corporation and Its Property. • Implement all instructions, bylaws and laws permitted under the requirements of BMSMA 2004. • Convene, attend and take minutes of meetings of the Council and all General and Extraordinary Meetings of the Corporation. • Deal with all inquiries, complaints, reports and correspondence relating to the administration of the Corporation, its property and Subsidiary Proprietors. • Engage with prior approval of and on behalf of the Corporation, contractors, solicitors, auditors, surveyors, architects, engineers and other professional services as it may deem desirable or necessary to carry out its duties. • Act on behalf of the Corporation and as directed by the Corporation with regard to any notice or order made by any competent public or statutory authority	• **Working Hours:** 5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** North

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		on matters pertaining to the Corporation and its property. **FINANCIAL FUNCTIONS** • Collect, demand and recover on behalf of the Corporation all monies due to and take all necessary steps including legal proceedings to recover such sums as directed by or subject to the approval of the Corporation. • Pay and discharge out monies so collected, all rates, taxes, premiums, rent, license fees, statutory charges, professional fees, repairs, renovation, redecorations, maintenance works and other outgoing or recurrent expenditure, properly incurred on behalf of the Corporation. • Ensure proper records are maintained on monies received and expended on behalf of the Corporation. • Prepare and submit an annual budget for the determination of expenses and to advise and recommend rates of contribution. • Submit a financial report to the Corporation on its financial state after the close of each calendar month. • Oversee requisitions for quotations to ensure proper cost control. • Request, act, negotiate, appoint and award, with the approval of and on behalf of the Corporation, on all contractual matters governing the property.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Initiate cost savings and generate value through implementation of new technology, sound economic and financial policies. **MANAGEMENT AND MAINTENANCE FUNCTIONS** • Manage and properly maintain the property and keep it in a state of good and operational condition, and in compliance with all relevant legislations, standards, and requirements governing the maintenance and management of the buildings. • Prepare specifications, call tenders, evaluate tenders and make recommendations to the Corporation. • Conduct regular inspections of the property to ensure that the property is properly maintained and serviced by staff and/or contractors. • Prepare and implement preventive maintenance programme for the property • Manage the site staff including their performances, behavior and attitude to the best interest of the Corporation. • Any other duties assigned by the Management	
Drafter 💼	• Diploma or degree in Architecture, Civil Engineering, Building Technology, or related field. • Proficient in CAD software (e.g., AutoCAD, Revit, MicroStation) and other drafting tools.	• Prepare detailed drawings and plans based on designs from architects, engineers, or project managers. • Convert concept sketches, layouts, or designs into accurate technical drawings for construction or manufacturing.	• **Working Hours:** 5.5 days/ week 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Review and update drawings to comply with building codes, safety standards, and project specifications. • Collaborate with architects, engineers, and other team members to resolve design or technical issues. • Maintain organized records of drawings and revisions. • Coordination drawings for onsite use. • Any other ad-hoc assignments assigned by the Management.	• **Location:** North
Electrical Engineer 💼	• Diploma in Electrical Engineering or related electrical engineering qualification with at least 3 years of experience in related field & local experience	• Attend project meetings, site meetings & site inspections. • Review of drawings and technical submissions. • Testing and commissioning of electrical and mechanical systems. • Plan, forecast and track sub-contractors work progress, provide weekly scheduling and conduct daily coordination meeting to ensure project target timeline are met by sub-contractors, including logistic arrangement for daily operation needs. • Any other ad-hoc assignments assigned by the Management.	• **Working Hours:** 5.5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** North
Facilities Engineer 💼	• Diploma or Degree in Mechanical, Electrical, Mechatronics, or Facilities Engineering. • 3-5 years of relevant experience in facilities or maintenance. • Strong technical knowledge of HVAC, electrical, plumbing, and fire protection systems. • Hands-on approach with good troubleshooting skills.	• Oversee daily operations and maintenance of M&E systems (HVAC, electrical, plumbing, fire protection, etc.) within the premises • Carry out hands on troubleshooting and repair works when required. • Monitor performance and reliability of equipment and take corrective actions to reduce downtime.	• **Working Hours:** 5.5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Good communication and coordination skills to work with internal teams and external vendors. • Able to work on standby or during weekends if required.	• Scheduling and monitor preventive maintenance (PM) programs. • Ensure maintenance records, checklists, and service reports are properly updated. • Coordinate with contractors and vendors for servicing, calibration, and statutory inspections. • Support the Facilities Manager in upgrading, installation, and improvement projects. • Provide technical inputs and assist in supervision of contractors during project works. • Ensure all facilities comply with regulatory requirements. • Supervise and guide maintenance technician in daily work assignments. • Work closely with internal and external teams to support operational needs. • Report any major issues, incidents, or improvement needs to the Facilities Manager. • Any other ad hoc duties	
Facilities Manager (IoT, Digital Solutions) 💼	• Diploma with min. 10 years or Degree with min. 5 years in IT, Intelligent Building, Green FM, Engineering or Building Services. • Candidate with IT and digital knowledge in built environment will be an advantage. • Good communication (written and verbal) skills and possess strong presentation skills.	• Manage and overseeing the entire lifecycle of Facility Management Enterprise System Platform and Facilities Maintenance Management System on site projects. • **Budget & Financial Management.** Develop and manage the administrative budget, monitoring expenditures and identifying cost saving opportunities. • Planning & Integration of IoT Sensors, Smart Meters, Facilities Maintenance	• **Working Hours:** 5 days / week 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** North

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Ability to multitask and manage multiple projects simultaneously. • Problem Solving & Analysis • Passion in promoting digital transformation and technology solutions.	Management System, etc. on site. • **Implementation & Installation IoT Sensors and etc.** Oversee or coordinate the physical installation of IoT devices across the facility. • **Monitoring & Data Collection**. Collation and analysis of information from the FM Enterprise System to facilitate decisions and report for stakeholders. • **Maintenance & Troubleshooting**. Regular Maintenance. To perform routine checks to ensure sensors and IoT devices are functioning optimally. • **Collaboration & Reporting**. Stakeholder Communication with stakeholders. Work with senior management, DSS teams, and other departments to report on sensor data insights, energy savings, and overall building performance. • Liaise with vendors, service providers, and contractors for any necessary sensor replacements, upgrades, or system modifications. • Provide training to facility staff on how to interact with or troubleshoot IoT sensor systems. • Ensure that end-users understand how data from sensors impacts their daily operations (e.g., energy savings through smart lighting systems). • To source, evaluating vendors and negotiating contracts to	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		support project implementation. • Management of project timeline and expectation, while building strong relationships in the process to achieve customer satisfaction. • Any other assignments as and when directed by the Management.	
Field Engineer 💼	• Major in Electronic, Electrical or Engineering • ITE or Diploma and above	• Site preparation and coordination, preparation of submission documents. • Coordinate & liaise with various related parties including customers, sub-contractor on site to ensure project requirements are met. • Provide onsite installation, validation and commissioning of equipment • Perform hands-on site trouble shooting, service & repairs ensure successful implementation and smooth delivery of projects through effective planning, management and deployment of resources. • Responsible for the implementation, testing and commissioning of system. • Undertake any other duties and responsibilities as assigned by management, other ad-hoc duties when assigned	• **Working Hours:** 5 days / week 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Central
Housekeeper/ Room Attendant ⭐	• No formal education required	• To maintain the highest standard of room and public area cleanliness and appearance, guest service • To be responsible for the upkeep and cleanliness in the Housekeeping Department and Public Area cleaning.	• **Working Hours:** 5, 6 days/ week 44 hrs/ week • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• To make up beds and conduct room tidiness inspection • To maximize cost effectiveness whilst maintaining the highest possible level of service to the guests of the Hotel and highest level of productivity. • To handle and resolve all guest queries and complaints in an efficient manner and to establish an amicable relationship with all clients, customers and guests of the Hotel. • Perform any other duties as and when required by Management.	• **Job Type:** Permanent • **Location:** NA
Laundry Attendant ⭐	• 6 days' work week, able to work on weekend.	• Responsible for handling towels/linen/uniforms • Ensure that accounting and recording of towels/linen/uniforms are correctly done • Ensure that transferring of towels/linen/uniforms are correctly assigned and placed • To perform quality check at each section and towels/linen/uniforms accordingly • To ensure daily housekeeping is carried out • Any other assigned duties by the company	• **Working Hours:** 6 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Maintenance Officer 💼	• Diploma/Degree with at least 5 years relevant working experience	• To manage tenant's fit-out/ reinstatement works and conduct timely handovers or takeover of units when required. • Ensure fortnightly checks are conducted to vacant units. • Escalate feedback to OM where necessary.	• **Working Hours:** 5.5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Attending to tenants enquired through emails when required. • Facilitating repairs, liaising with vendors and contractors where necessary. Report to OM in the event it cannot be rectified within a reasonable time. • Obtain quotation for minor repairs. • Manage vendors and contractors.	• **Location:** Central
Projects Executive 💼	• At least 3 years of PM experience in M&E systems installation. • Working at site based at Changi Airport and able to travel from site to site (if required). • Strong interpersonal, observation, and reporting skills. • Able to work independently and in a fast-paced environment • Willing to work irregular hours or weekends during critical project phases. • Strong coordination, planning, and stakeholder management skills. • Familiar with BMS, project scheduling tools • Good understanding of safety protocols and permit-to-work systems. • Proficient in Microsoft Office	• Manage Chiller Plant upgrading project for a high rise commercial and office building • Conduct Green Mark and energy related audits as required, identifying potential energy and carbon reduction opportunities and strategies. • Develop energy and water savings initiatives and plans • Working closely with properties managers to provide accurate and informative reports • Self-driven, resourceful and a good team player • Help evaluate existing buildings for appropriate energy conservation measures. • Understand financial terms, payback, ROI and related energy saving calculations • Any other ad-hoc assignments assigned by the Management.	• **Working Hours:** 5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** East
Projects Manager 💼	• Candidate must possess at least a diploma in Project Management / Facilities Management / Engineering or	• Provide leadership and direction on all project operations and activities such as the design, plan, schedule, scope and budget.	• **Working Hours:** 5.5 days/ week, 44 hrs/ week

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	equivalent with 5 years of relevant experience.	• Manage and ensure completion of assigned upgrading / Additional & Alteration (A&A) works in accordance to the client's expectation within the timeline and budget • Manage and negotiate consultant services on assigned projects. Monitors and evaluates the appropriateness and progress performed and completed by licensed or certified consultants. • Conduct quality assurance reviews to ensure that required work is satisfactorily performed and completed by certified consultants. • Monitors and reports on all phases of planning and construction • Provides direction on all project operations and activities such as the design, planning, schedule, project scope and project budget • Manage and monitor project fund which includes all payment to consultants, contractors and authorities • Any other ad-hoc assignments assigned by the Management.	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** East
Property Executive 💼	• Diploma in relevant discipline from recognized institution with min 3 years of relevant working experience.	• Assist and report directly to Building Manager (BM) in all operation & maintenance concerns • Oversee the facilities management within the premises • Compiling the monthly utilities report and tabulations • Monthly M&E reports	• **Working Hours:** 5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Central

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Assist to develop and implement of Standard Operating Procedures (SOP) as and where necessary • Providing updates on ad-hoc and outstanding issues • Attending to clients' feedback or requests • Coordinates the preventive and corrective maintenance works schedule with the contract and client. • Inspect work carried out is proper and in satisfaction • Liaising and managing contractors • Planning of maintenance schedule • Review and planning monthly maintenance schedule • Oversee all work is carried out timely and smoothly by the staff • Any other ad-hoc assignments assigned by the Management.	
Property Officer (ENG) 💼	• Diploma/Degree with at least 3 years relevant working experience preferably with Commercial Building/ Grade A building experience	• To manage tenant's fit-out/ reinstatement works and conduct timely handovers or takeover of units when required • Ensure fortnightly checks are conducted to vacant units • Escalate feedback to OM where necessary • Attending to tenants enquired through emails when required. • Facilitating repairs, liaise with vendors and contractors where necessary. Report to OM in the event it cannot be rectified within a reasonable time • Obtain quotation for minor repairs	• **Working Hours:** 5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Central

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Manage vendors and contractors • Any other ad hoc assignments assigned by the Management.	
Property Officer (IFS) 💼	• Diploma in Building/ Facilities Management/ Building Services/ Engineering from a recognized institute of higher learning with Min 3 years of relevant working experience.	• To supervise term contractors i.e. security guards, landscape, pest control • Process of Addition & Alteration works applications. It includes corresponding with tenants and their renovation consultant in the process of A&A work application to meet fire code requirements. • Building inspection and ensure rectification of defects • Assess contractor's quotations and to follow up with issuance of work orders. The candidate has to be well verse of BQ and taking off. • To ensure completion of defect works to meet timeline. • Update promptly and ensure proper closure of cases in CMMs iBase. • Attend to complaints by tenants and liaise with term contractors for repair works • Ensure compliance to all service Level Agreement stipulated in the IFM contract • Any other ad hoc assignments assigned by the Management.	• **Working Hours:** 5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Pasir Panjang
Security Officer (SO/SSO) ⭐	• Candidate must possess at least a Primary/Secondary School/ "O" Level, any field. • At least 1 year(s) of working experience in the related field is required for this position.	• Conduct security monitoring with the use of surveillance systems, detect and report security breaches • Administer access control and alarm monitoring systems to manage access into sensitive and restricted areas • Respond to security incident and emergencies and report	• **Working Hours:** 5, 6 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Candidates with First Aid Certificate will be preferred. • Candidates must possess a valid PLRD license. • Must be able to work shifts, weekends and public holidays when necessary. • Must be able to meet the physical requirements of the job which include long hours of patrolling and standing.	to key Management staff when necessary • Keep vigilance against threats of workplace violence and terrorist activities to ensure personnel safety and security	
Senior Operations Manager (Facilities) 💼	• Degree in Engineering /Building/Facilities/ Estate Management or relevant disciplines with proven management background and managed est. 20,000 sqm in the past 5 yrs. • Min. 8 years of relevant experience.	• Oversee the overall performance of Service teams within the contract. • Responsible for manpower resource planning, budget management, and ensuring compliance to maintain a safe working environment. • Ensure contract compliance and meet or exceed KPIs. • Foster a culture of service excellence and continuous improvement • Monitor and update account processes and procedures • Collaborate with Site Lead to develop and execute strategic business plans • Maintain data integrity in management systems • Deliver contractual and ad-hoc reports punctually • Support engineering during planned or unplanned power shutdowns. • Uphold safety protocols and crisis management procedures • Oversee supply chain delivery, ensuring service quality	• **Working Hours:** 5.5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Ensure accurate and timely financial reporting and billing • Manage staff performance, development and recruitment • Enforce compliance with Health, Safety, Environmental and Risk Management policies. • Cultivate teamwork, collaboration and personal development within the team. • Manage workload, resourcing and succession planning • Any other ad-hoc works assignment by the management.	
Senior Property Manager 💼	• Candidate must possess at least a diploma in Estate Management, Building Services Engineering or equivalent. • Minimum 5 years of MCST experience for Diploma holders and have experience in handling more than 500 units. • Good knowledge of BMSMA Act.	• Overall Property Management of the Estate that he/she assigned to include soft Services such as Pest Control, Landscape, Cleaning and Security. • Required to plan, formulate, manage and oversee the fitting-out, operations, maintenance and upkeep of buildings and land area. • Supervise and manage contractors in fulfilling their contractual obligation and ensure smooth operation of the buildings • Attend to feedback by tenants/ clients, to recommend and take remedial actions in a timely manner. • Promote good relations with our staff, contractors and management. • Ensue renewal of Managing Agent service contract • Ensure all preventive maintenance programs for all M&E/ building equipment in	• **Working Hours:** 5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Katong

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		compliance with relevant legislations and safe work procedures. • Conduct monthly council meeting and Annual General Meeting. • Oversee preparation of annual budget and implement cost saving measures. • Provide timely guidance and advice for Site Team under his/her charge. • Any other ad-hoc assignments assigned by the Management.	
Software Engineer 💼	• Bachelor's degree in computer science or related fields like software engineering, information technology or mathematics. • Degree from another field may also be acceptable, provided the candidate possesses the necessary knowledge and skills for the job. • Coursework in computer science typically covers programming languages, algorithms, data structures, computer architecture, software engineering and database systems.	• Writing code that implements the functionality of an application. • Understanding the project requirements and designing its architecture accordingly. • Test the system to guarantee its functionality which may require fixing bugs or other issues during development. • Any other ad hoc assignments assigned by the Management.	• **Working Hours:** 5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Central
System Engineer 💼	• Minimum requirements for Education: At least Diploma and Bachelor's Degree in engineering, Computer Science or Information Technology. • At least 1 year's experience in system implementation,	• Configuration system and support of Car parking Systems. • Perform system testing, problem analysis, troubleshooting and to draw conclusions to the service/project/software team.	• **Working Hours:** 5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	maintenance and technical support. • At least 1 year's experience on multi OS platform installation such as LINUX and Windows Servers. • Knowledgeable in administrating and maintaining SQL Database. • Knowledgeable in administrating and maintaining virtualise environment. • Good understanding of Linux networking and security. • Experience in maintaining servers, storage and PC servers. • Knowledgeable of troubleshooting and debugging live software systems.	• Prepare procedures, user documentation, operation manual, test procedures and test reports. • Provide support during system testing and live system. • Work with users to understand their problems or new requirements • Any other ad hoc duties as assigned by the management.	• **Location:** Central
Technical Executive 💼	• Diploma in Facilities Management, Engineering, Estate Management or other relevant qualifications from a recognized institute with minimum 3 years relevant experience. • Possess WSHO/FSM or other relevant certificates.	**Assist and report directly to Building Manager (DBM) in all operation & maintenance concerns:** • Oversee the facilities management within the premises • Compiling the monthly utilities report and tabulations • Monthly M&E reports • Assist in developing and implementing Standard Operating Procedures (SOP) as and where necessary **Interfacing with the clients:** • Attend monthly meetings with clients & prepare the minutes of the meeting	• **Working Hours:** 5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** East

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Providing updates on ad hoc and outstanding issues • Attending to clients' feedback or requests • Coordinates the preventive and corrective maintenance works schedule with the contract and client. **Coordinate and manage projects:** • Provide costing and proposals for ad-hoc works/projects • Evaluate the quotations submitted by contractor and provide a formal quotation to the client • Inspect work carried out is proper and in satisfaction • Liaising and managing contractors **Leading the onsite technical teams:** • Provide guidance, training and supervision to technical staff to ensure proper execution of assigned tasks • Planning of maintenance schedule • Review and planning monthly maintenance schedule • Oversee all work is carried out timely and smoothly by the staff. • Any other ad hoc assignments assigned by the Management.	
Technician 💼	• N/O Level / NITEC with 2 years of relevant experience	• Maintenance of facilities and services • Perform routine preventive maintenance and corrective action to ensure facility equipment and building system run smoothly and efficiently	• **Working Hours:** 5.5 days/ week, 44 hrs/ week • **Employment Type:** Full Time • **Job Type:** Permanent

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Regular inspection of grounds and facilities to ensure they are in good working order • Attend to breakdown, servicing, repairing and emergency requests • Any work assigned by Superior	• **Location:** NA

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#12 Certis Group

Backed by decades of experience in security, Certis is a leader today in smart integrated operations, leveraging technology to power transformations in security, manpower, facilities and property management solutions. A wholly-owned subsidiary of Temasek Holdings, Certis is headquartered in Singapore, with an international presence extending to Australia and Qatar. We are a trusted partner dedicated to our clients' success, supported by our 30,000-strong global team, always striving to make our world safer, smarter, better.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Auxiliary Police Officer ⭐		• Responsible in maintaining law and order. • Primary duties include deterring and preventing unlawful activities, safeguarding persons and protecting properties from loss and damage. • Secondary duties include crowd and traffic control, perform patrolling, access control or enforcement of security at events.	• **Working Hours:** 5.5 days / week, 12 hrs/ day • **Employment Type:** Full Time • **Location:** NA
Aviation Security Officer ⭐		• Responsible for conducting security screening checks and ensuring safety of the passengers while maintaining its high security standard	• **Working Hours:** 5.5 days / week, 12 hrs/ day • **Employment Type:** Full Time • **Location:** NA
Cash & Valuables Security Officer ⭐		• Play a critical role in the cash management ecosystem: You will be trained to handle cash replenishment at ATMs and the collection and delivery of cash and valuables to banks and retail stores. • This role requires physical fitness, the ability to lift weights of up to 20kg, and a strong sense of accountability.	• **Working Hours:** 5.5 days / week, 12 hrs/ day • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Join us and play a key role in maintaining financial security.	
Cash Management Officer ⭐		• Handling of cash with the aid of technology (cash sorting machine) • Required to move heavy packages of cash boxes / cash bags / coin boxes from time to time • Packing of cash into boxes / containers / cartridges	• **Working Hours:** 5.5 days / week, 12 hrs/ day • **Employment Type:** Full Time • **Location:** NA
Courier Rider ⭐		• Perform timely and secure delivery of parcels/documents to designated locations. • Ensure proper handling and documentation of items during transit. • Communicate with dispatch and operations teams for route updates and delivery confirmations. • Maintain delivery logs and submit reports as required. • Adhere to safety and traffic regulations at all times	• **Working Hours:** 5.5 days / week, 12 hrs/ day • **Employment Type:** Full Time • **Location:** NA
Enforcement Officer ⭐		• Carry out enforcement duties at public roads according to patrol schedule and attend to public feedback on parking. • Enforce against illegal parking, perform checks against unlicensed operator and unlawful activities.	• **Working Hours:** 5.5 days / week, 12 hrs/ day • **Employment Type:** Full Time • **Location:** NA
Security Officer ⭐		• The primary job scope includes performing access control duties (to prevent unauthorized entry into the premises), patrolling/clocking and attending to any security related matters.	• **Working Hours:** 5.5 days / week, 12 hrs/ day • **Employment Type:** Full Time • **Location:** NA

#13 Circles.Life

Circles.Life is a leading digital telecommunications company (telco) originally founded in Singapore and known for offering flexible, customer-centric mobile phone services. It operates as an online-only mobile network provider (MVNO) that leases network capacity from major carriers to deliver voice, data, messaging, roaming, and other mobile services to consumers.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Business Development Associate 💼 ⭐	• Candidates should have strong communication and interpersonal skills, good organisational abilities, and the capacity to manage multiple tasks in a fast-paced environment. • Experience in sales, business development, lead generation, or customer engagement is an advantage. • A proactive and results-driven mindset, along with the ability to follow up with prospects and build client relationships, is required. • The role also requires basic knowledge of sales processes, CRM systems, and digital communication tools. • Fresh graduates with a positive attitude, strong initiative, and a willingness to learn are welcome to apply.	• The Business Development Associate supports the growth of the company by identifying new business opportunities, engaging potential clients, and assisting in sales and partnership activities. • This role involves prospecting, lead generation, follow-ups, and maintaining accurate records in the CRM system. • The associate will work closely with the sales and marketing teams to understand customer needs and contribute to revenue growth.	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 63 Alexandra Terrace (S)119937
Roadshow Manager 💼 ⭐	• Candidates should have strong communication and interpersonal skills, good organisational abilities, and the capacity to manage multiple tasks in a fast-paced environment.	• The Roadshow Manager is responsible for planning, coordinating, and executing roadshows, exhibitions, and on-ground promotional events to increase brand awareness, generate leads, and drive sales.	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Job Type:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Experience in event management, roadshows, or field marketing is an advantage. • Willingness to travel and work flexible hours, including weekends and public holidays, is required. • The role also requires the ability to lead on-ground teams, basic knowledge of sales or marketing, and comfort with reporting and lead tracking. • Fresh graduates with a positive attitude, high energy, and a willingness to learn are welcome to apply.	• This role involves managing event logistics, coordinating with internal teams and external partners, and leading on-site execution to ensure smooth and impactful events.	Contract • **Location:** 63 Alexandra Terrace (S)119937
Sales Development Representative 💼 ⭐	• Candidates should possess strong communication and interpersonal skills, a keen interest in sales and business development, and a willingness to learn in a fast-paced environment. • Basic knowledge of sales processes, CRM tools, and digital communication platforms is preferred. • Fresh graduates or entry-level candidates with a positive attitude, resilience, and good organisational skills are welcome to apply.	• The Sales Development Representative is responsible for identifying and qualifying potential customers through outbound and inbound prospecting activities. • This role supports the sales team by generating qualified leads, engaging prospects via calls, emails, and social channels, and maintaining accurate records in the CRM system. • The representative will work closely with marketing and sales teams to understand customer needs and contribute to revenue growth.	• **Working Hours:** 5 days/ week • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 63 Alexandra Terrace (S)119937

#14 Dell Technologies (13 February Only)

Dell Technologies is a proudly omni-channel company, with one of the largest partner ecosystems in the IT industry. With a long history of building integrated solutions that democratize access to technology, we have built deep relationships with many of the industry's leading technology, service and consultancy partners. And we are always innovating to develop the technology ecosystem of the future to help customers simply, securely and responsibly power their ideas to their full potential. We know the future of innovation is fueled by technologies and powerful partner ecosystems working together to provide choice and trusted, open solutions to our joint customers.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Principal Architect - AI Engineering (Open) 💼	• Bachelor's or Master's degree in Computer Science, AI, or a related field; a Ph.D. is a plus • 8+ years of hands-on experience in designing and deploying Cloud-Native and/or AI/ML solutions. • Strong experience with cloud services (AWS, GCP, Azure), containers (Docker, Kubernetes), and APIs. • Proficiency in programming languages such as Python, R, or Java, and experience with AI frameworks like TensorFlow, PyTorch, or Keras	• Design and build end-to-end machine learning pipelines, from data ingestion to production deployment, considering cost models, latency, etc • Guide the adoption of best practices for AI development, testing, deployment, and maintenance, ensuring compliance with ethical standards and industry regulations • Lead the implementation of MLOps practices, including model versioning, monitoring, and retraining workflows. • Evaluate new AI tools and frameworks and contribute to technical decision-making and roadmap planning. • Provide technical leadership and mentorship to junior team members and Dell partners, fostering a culture of innovation and continuous improvement	• **Working Hours:** 5 days/ week 9am-6pm • **Employment Type:** Full Time • **Location:** NA
Senior Consultant 💼	• Bachelor's degree or Diploma holder in relevant field	• You will plan and craft detailed design documents and perform hands-on implementation of VMware/ Microsoft / Redhat related solutions.	• **Working Hours:** 5 days/ week 9am-6pm • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Designing, deploying, and managing the delivery, performance and lifecycle of enterprise infrastructure systems, platforms, processes, and services. Assist in solution proposal and pre-sales technical support for sales opportunities by identifying the requirements and design Infrastructure/Hybrid Cloud solutions • Implement, support and hands-on experience with VMware's products including but not limited to VMware vSphere, SRM, vSAN, NSX, Tanzu, and Aria etc. Maintain an existing high-level technical knowledge of VMware and Microsoft product portfolio. • Implement, support and hands-on experience in core infrastructure technologies such as HyperV, Active Directory, DNS, DHCP, Exchange, System Center Suite etc • Experience in Azure IaaS/PaaS and Microsoft 365 services like Exchange Online, Intune, Teams. Experience with Linux Red Hat, Kubernetes, Python, Shell Scripting and Powershell is highly advantageous	• **Location:** NA

#15 Elitez

With an unyielding commitment to integrity, we offer high-quality services by building teams with a sense of ownership of output. We stand for 3es Ethics, Entrepreneurship and Excellence in People, Service & Innovation
We believe work and play can coexist. Taking care of business begins with taking care of people. We are individuals who connect people, from team building to giving back to our communities

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Business Development Consultant 💼	• Diploma or Degree in Business Administration, Marketing, Human Resources, or a related field. • At least 1 year of experience in B2B business development, agency recruitment, or solutions-based sales. • Strong understanding of recruitment sourcing techniques, manpower activation, and talent acquisition processes. • Exceptional negotiation and interpersonal skills, with the ability to influence stakeholders at all levels. • Proficient in using Job Portals (JobStreet, LinkedIn Recruiter, MyCareersFuture), Applicant Tracking Systems (ATS), and Microsoft Office Suite. • Demonstrated ability to prioritize high-volume workloads and thrive in a fast-paced, target-driven environment. • Must possess a valid CEI (Basic) / CEI (KAH) certification.	• Drive business development efforts by identifying, engaging, and securing new client accounts to expand the company's market presence. • Work closely with clients to understand their recruitment needs, project requirements, and hiring challenges, ensuring effective and timely fulfilment. • Source, assess, and match suitable candidates through job portals, advertisements, referrals, and networking channels to ensure accurate job placement. • Build and maintain strong, professional relationships with both clients and candidates to support long-term partnerships and repeat business. • Oversee the end-to-end recruitment and placement process, including interview coordination, offer negotiation, and timely follow-up. • Conduct necessary background checks, reference checks, and verifications to ensure candidate suitability. • Maintain, organise, and regularly update a strong pool of candidate databases for	• **Working Hours:** 5 days /week 9am-6pm • **Employment Type:** Full Time • **Location:** 2 Kallang Avenue (S)339407

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		current and future hiring needs. • Track, monitor, and work actively towards achieving monthly sales and performance targets. • Prepare client proposals, reports, and market insights to support business growth when required. • Handle any other ad hoc duties or responsibilities as assigned by management.	
Business Development Executive 💼	• Diploma or Degree in Business Administration, Marketing, Human Resources, or a related field. • At least 1 year of experience in B2B business development, agency recruitment, or solutions-based sales. • Strong understanding of recruitment sourcing techniques, manpower activation, and talent acquisition processes. • Exceptional negotiation and interpersonal skills, with the ability to influence stakeholders at all levels. • Tech-savvy with experience in CRM software, Applicant Tracking Systems (ATS), and Microsoft Office Suite. • Demonstrated ability to prioritize high-volume workloads and thrive in a fast-paced, target-driven environment.	• Prepare, draft, and review proposals, business contracts, and quotations. • Understand and assess client requirements; deliver solution-based product presentations and demonstrations. • Prospect actively to build sales pipeline and establish strong relationships with potential clients through calls, emails, and meetings with key decision-makers. • Research and identify new business opportunities, including new markets, growth areas, trends, customers, partnerships, products, and services. • Sell and support the company's services (e.g., Manpower Activation, Merchandising, Design & Printing, Logistics Services). • Develop and maintain key client accounts to maximize sales opportunities and secure long-term relationships. • Negotiate and manage tenders/contracts, ensuring integration with business	• **Working Hours:** 5 days /week 9am-6pm • **Employment Type:** Full Time • **Location:** 2 Kallang Avenue (S)339407

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Must possess a valid CEI (Basic) / CEI (KAH) certification.	operations. • Lead manpower recruitment solutions by continuously assessing and validating customer needs. • Collaborate with cross-functional teams (Operations, Marketing, Support, Finance) to deliver tailored solutions. • Regularly engage with clients to ensure satisfaction and provide solutions that address their evolving needs. • Prepare regular reviews and reports with sales and financial data. • Support the communication and execution of business plans and development strategies aligned with client needs and organizational goals.	
Operation Executive 💼	• Diploma or Degree in Business Management, Operations Management, or a related field. • At least 1 year of experience in operations coordination, project management, or service delivery, preferably in a fast-paced manpower or service-oriented industry. • Strong ability to compile and analyze operational data to develop effective operation plans and identify performance gaps. • Basic understanding of departmental budgeting and forecasting to assist	• Coordinate with supervisor and client to ensure quality service delivery, including compiling, analyzing, developing, and reviewing operation plans. • Monitor operational performance and identify areas for improvement. • Assist in the preparation and management of departmental budgets and forecasts. • Review daily job reports for submission to management. • Prepare periodic schedules and all other documentation, ensuring all schedules are enforced and followed up accordingly. • Provide administrative and operational support to the service team.	• **Working Hours:** 5 days /week 9am-6pm • **Employment Type:** Full Time • **Location:** 2 Kallang Avenue (S)339407

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	in financial management. • Proven expertise in workforce deployment and resource allocation; highly skilled at managing complex periodic schedules and enforcement. • Proficient in Microsoft Office Suite and experience with project management. • Strong attention to detail with the ability to ensure adherence to company policies, client SOPs, and workplace safety regulations.	• Participate in cross-functional process improvement initiatives. • Liaise with internal departments (HR, Finance, Sales, and Project Teams) to ensure smooth workflow and alignment of operational objectives. • Track and manage resource allocation, workforce deployment, and scheduling to meet project or client requirements. • Ensure compliance with company policies, client SOPs, and workplace safety regulations.	

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#16 EM Services

A joint venture between the Housing & Development Board and Keppel Land Limited, EM Services came into existence in 1988 and today, is one of Singapore's largest estate and property management company with a suite of services across residential, commercial & industrial properties and also student accommodation.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Contract Officer / Manager 💼	• Recognised university degree in Estate Management / Building or recognised qualifications • Good experience in maintenance contracts • Good Team player • Good problem solver		• **Working Hours:** 5 days/ week, 8am to 5pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 201 Kim Tian Road. (S)160201
Engineering Executive (Lift) 💼 ⭐	• Diploma in Mechanical / Electrical Engineering • Minimum 1 year of experience in mechanical related field preferred • Knowledge of pumps, water pipes, water tanks & fire protection systems is preferred • Basic computer knowledge and proficiency in MS Word and Excel • Independent and versatile • Good interpersonal skills • Willing to travel to different site	• Supervise daily operations of lift servicing and call back. • Monitor report of lift breakdown details and abnormal lift breakdown pattern and to recommend repairs on the suitability of lift part replacements. • Monitor staff performance as well as their arrival and departure at job sites. • Attend to problematic lifts and submit report. • Prepare Lift Servicing schedule. • Conduct site visits and liaise with Town Councils on lift maintenance.	• **Working Hours:** 5 days/ week, 8am to 5:30pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 201 Kim Tian Road. (S)160201
Finance & Admin Manager 💼	• Degree in Accounting/ACCA, minimum 3 years'		• **Working Hours:** 5 days/ week, 8am to 5pm

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	experience in accounting and related areas (internal control, governance, risk management, audit), strong analytical skills, and ability to work under stress.		• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 201 Kim Tian Road. (S)160201
Internal Audit Assistant Manager - Construction Related Audits 💼	• A good Diploma in Structural & Civil Engineering/Building/ Quantity Surveying/Estate Management/ Construction Management or equivalent from a recognised polytechnic or relevant professional qualification. • Relevant experience of at least 3 years in construction management with exposure in handling projects covering work relating to technical appraisals, cost estimates, site checks and quantity measurement. • Proficiency in Microsoft Office applications (i.e. Word, Excel and Powerpoint). • Knowledge in data analytics tools will be an advantage. • Good organisational and interpersonal skills with ability to interact effectively with multidisciplinary colleagues at all levels		• **Working Hours:** 5 days/ week, 8am to 5pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 201 Kim Tian Road. (S)160201

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Strong problem solving and analytical skills with high attention to details. • Ability to exercise objective judgement with strong logical and critical thinking skills.		
Internal Audit Manager / Senior Manager (Business Audits) 💼	• Degree in Accountancy/ACCA or professional CA qualification with CIA certification. • CISA or CFE certification would be an advantage. • At least 6 years of experience in internal audit, preferably in construction or engineering services industry with exposure in Big 4 accounting firms. • Proficiency in the use of data analytics tools (e.g. ACL, IDEA, Power BI, tableau, etc.) • Self-driven individual who is adaptable to changing priorities and different challenges and thrives in a fast paced and dynamic environment. • Good interpersonal and collaborative skills with ability to exercise objective judgement. • Ability to influence and interact with confidence and develop trusted relationships with key stakeholders, management and multidisciplinary staff across different levels.		• **Working Hours:** 5 days/ week, 8:30am to 6pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 201 Kim Tian Road. (S)160201

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Strong communication (verbal and written) and good report writing and presentation skills with strong problem-solving and logical thinking skills. • Meticulous and resourceful with high level of commitment and initiative. • Possess the passion to lead by example with strong organisational and critical thinking skills. • Ability to work effectively as a team player/leader, with excellent analytical and the requisite managerial skills to manage detailed/technical work without losing sight of 'big picture' issues. • Maintain high level of integrity and professional standards with continuous professional development.		
Project Executive (Civil Structural) 💼	• Diploma in Building / Quantity Surveying / Construction Management / Civil Engineering / NCCS or related • Candidate with Resident Technical Officer Certification preferred • Min. 2 years of related working experience		• **Working Hours:** 5 days/ week, 8am to 5pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 201 Kim Tian Road. (S)160201

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Project Manager (Civil Structural) 💼	• Has relevant tertiary or professional qualifications or Diploma in Building/ Quantity Surveying / Building Management & Maintenance / Construction Management / Structural & Civil Engineering • Preferably with at least 2 years of relevant experience in handling building/ maintenance related projects from inception to completion • Have a good understanding of WSHA • Proficient in Microsoft Word, Excel, Powerpoint and Microsoft Project • Has effective communication & negotiation skills • Able to multitask and manage time efficiently		• **Working Hours:** 5 days/ week, 8am to 5pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 201 Kim Tian Road. (S)160201
Project Manager (Engineering) 💼	• Candidate must possess at least a Bachelor's Degree, Professional Degree, Engineering (Civil), Engineering (Mechanical / Electrical / Electronics/ Mechatronics), Project Management or equivalent. • At least 3 year(s) of working experience in the related field is required for this position. • WSQ Manage Workplace Safety and Health in Construction		• **Working Hours:** 5 days/ week, 8am to 5pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 18 Jalan Kilang Timor (S)159309

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Sites (CSCPM) or Construction Safety Course for Project Managers – CSCPM Certification • Proficient in Microsoft Word, Excel, Powerpoint and Microsoft Project • Has effective communication (written and verbal) & negotiation skills • Able to multitask and manage time efficiently • Able to perform under pressure in a fast-paced environment • Good team player and able to work independently with minimum supervision • Desire to learn and possess positive attitude with results		
Property Manager 💼 ⭐	• Degree in Building Services / Facilities Management / Real Estate Business or other building related degree • Entry level candidates with relevant qualifications welcome to apply • Candidates with more years of relevant position will be considered for a senior role • Must be a team player with high integrity, leadership, problem solving and interpersonal skills		• **Working Hours:** 5.25 days/ week, 8am to 5pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 201 Kim Tian Road. (S)160201

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Able to work under pressure and tight deadlines		
Property Officer ⭐	• Candidate must possess at least a Professional Certificate/NiTEC, Diploma, Advanced/Higher/Graduate Diploma, Property Development/Real Estate Management or equivalent • Diploma in Building / Facilities Management / Real Estate Business / Intelligent building • Non-Diploma holders are required to have at least 3 years' experience in Facilities Management (minimally Nitec) • Entry level candidates with relevant Diploma are welcome to apply • Able to work under pressure and willing to do overtime		• **Working Hours:** 5.25 days/ week, 8am to 5pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 201 Kim Tian Road. (S)160201
Public Relations Manager / Executive 💼	• Diploma / Degree in Mass Communications / Digital Media Production / Marketing or other equivalent educational qualifications • Good knowledge in sustainability & green practices is a plus • Good copyrighting skills with strong command of written and spoken English • Fluent in a 2nd language • Knowledge of design and editing softwares (eg. Canva / Photoshop		• **Working Hours:** 5 days/ week, 8 am to 5pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 201 Kim Tian Road. (S)160201

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	/ Illustrator / InDesign / Premiere Pro / iMovie • Knowledge of photography and videography • Good understanding of SEO/SEM, digital marketing tools and social media platforms • Good understanding of social media trends and current affairs • A good team player		
Senior/ Finance Admin Assistant ⭐	• Nitec/Higher Nitec/Diploma in Accounting • Have positive working attitude, proactive and meticulous • Proficient in Microsoft Office (Word and Excel) • Good communication and interpersonal • Minimum 1 year of relevant accounting work experience preferred • Half working Saturday once every 3 weeks		• **Working Hours:** 5 days/ week, 8am to 5pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 201 Kim Tian Road. (S)160201

#17 EMQ2 Technology Services

EMQ2 Technology Services Pte Ltd ("EMQ2") is a company that provides digital transformation services to enterprise customers, helping them to modernize their systems and processes through the use of cloud and agile methodologies. The company's goal is to be the leading provider of these services, enabling organizations to stay competitive and meet the evolving needs of their customers.
To achieve this goal, EMQ2 offers a range of services related to cloud migration and development, helping organizations fully realize the benefits of the cloud while minimizing migration risks. The company is also committed to building agile teams and helping clients adopt agile methodologies in order to be more flexible and responsive.
EMQ2 believes that agility is essential for driving innovation and delivering value in today's rapidly changing business environment. By building agile teams and helping its clients embrace agile methodologies, the company aims to enable its clients to continuously improve and evolve their operations and products to meet the needs and expectations of their customers.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
AWS Cloud Engineer 💼 ⭐	• The ideal candidate will have hands on experience designing, deploying, and maintaining applications on AWS, with a strong understanding of cloud architecture, infrastructure automation, and security best practices. • They should have experience across the full software development lifecycle for cloud-based solutions, be able to troubleshoot complex cloud incidents and implement long-term fixes and be familiar with scripting or automation tools such as Python, Bash, Terraform, or CloudFormation. • Strong analytical, problem-solving,	• We are seeking AWS Cloud Engineers to design, build, and maintain secure, scalable, and high performing cloud solutions on Amazon Web Services. • This role involves working closely with engineering and architecture teams to support the full lifecycle of cloud applications, ensuring reliability, security, and operational excellence across client environments.	• **Working Hours:** 5 days/ week, 9am- 6pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 66 Kampong Bugis. (S)338987

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	communication, and collaboration skills are essential for working effectively with cross functional engineering and architecture teams.		
Business Analyst 💼 ⭐	• The ideal candidate will have proven experience in collecting, analysing, and synthesising data to produce actionable insights that drive product or service outcomes. • Strong analytical thinking, communication, and stakeholder management skills are essential, along with experience collaborating with product teams across the full development lifecycle. • The candidate should be able to work independently under tight deadlines, manage multiple priorities, and effectively influence decision-making. • A background in computer science, product management, or related fields is advantageous.	• We are seeking a proactive and analytical Business Analyst to support product and service development through data driven insights. • The role involves working closely with cross functional teams to understand problem spaces, identify opportunities, and inform decision-making through structured analysis. • The Business Analyst will contribute to defining metrics, evaluating solutions, and tracking performance to optimise products and services in a fast-paced environment.	• **Working Hours:** 5 days/ week, 9am- 6pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 66 Kampong Bugis. (S)338987
DevSecOps Engineer 💼 ⭐	• The ideal candidate will have strong experience in DevSecOps, platform engineering, or cloud automation, with hands on expertise designing and maintaining Infrastructures-as-Code templates for AWS	• We are seeking a DevSecOps Engineer to design, build, and maintain secure, automated provisioning pipelines and reusable infrastructure templates that support application teams across the organisation.	• **Working Hours:** 5 days/ week, 9am- 6pm • **Employment Type:** Full Time • **Job Type:** Contract

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	using tools such as CloudFormation, Terraform, or CDK. • They should have practical experience building and operating CI/CD pipelines and automated provisioning workflows, along with a solid understanding of AWS services across computer, networking, storage, databases, and security. • Knowledge of cloud security best practices—including IAM, KMS, secrets management, and network security—is essential, as is strong scripting ability using languages such as Python, Bash, or PowerShell. • The candidate should be comfortable supporting engineering teams, troubleshooting platform issues, and building reusable, secure templates that scale across multiple tenants. • Experience with image building pipelines, OS hardening, and platform automation is a strong advantage.	• This role focuses on enabling rapid, compliant onboarding and delivery through well-designed AWS infrastructure, CI/CD pipelines, and security-by-default platform capabilities. • The DevSecOps Engineer will work closely with engineering, platform, and security teams to improve developer productivity, standardise cloud environments, and ensure that infrastructure, pipelines, and automation align with enterprise security and governance standards. • The role also includes supporting platform-related requests and continuously enhancing shared cloud and DevSecOps capabilities.	• **Location:** 66 Kampong Bugis. (S)338987
Fullstack Developer 💼 ⭐	• The role requires experience in modern frontend development using JavaScript and TypeScript, with exposure to frameworks such as React, Angular, Vue, or similar, as well	• We are looking for skilled Full-Stack Developers to design, build, deploy, and maintain scalable, high-performance, and secure web applications. • The role requires strong end-to-end development capabilities across frontend,	• **Working Hours:** 5 days/ week, 9am- 6pm • **Employment Type:** Full Time

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	as familiarity with UI libraries and design tools. • Mobile development experience is beneficial. • Candidates should have backend development experience using Node.js or comparable frameworks, along with exposure to at least one additional backend technology stack. • A solid understanding of API design, including RESTful services and real-time communication patterns, is required, along with knowledge of scalability, performance optimisation, and caching strategies. • Experience with cloud-based development and DevOps practices is expected, including CI/CD pipelines, containerisation, and Infrastructure-as-Code. • Familiarity with major cloud platforms is preferred. • A good understanding of application security best practices and experience with testing tools and quality assurance processes are required. • This role offers the opportunity to work across the full technology stack in a fast-paced, agile environment and is	backend, cloud technologies, DevOps automation, and application security. • You will work in an agile, DevOps-driven environment, taking full ownership of the application lifecycle while ensuring high software quality, security, and maintainability. • Proficiency in low-code platforms such as OutSystems, Mendix, Pega, Appian, or Microsoft Power Apps is an advantage.	• **Job Type:** Contract • **Location:** 66 Kampong Bugis. (S)338987

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	suited to engineers who value ownership, innovation, and continuous improvement.		
Low-Code Developer 💼 ⭐	• The ideal candidate will have hands-on experience developing solutions using low-code platforms such as ServiceNow, Microsoft Power Platform (Power Apps, Power Automate), and workflow automation tools like n8n. • They should be comfortable designing workflows, integrations, and business logic using platform-native tools, while also applying scripting or configuration where required. • Experience integrating systems using REST APIs, webhooks, and connectors is essential, along with an understanding of data models, security, and governance in enterprise or regulated environments. • The candidate should be able to work across the full solution lifecycle—from requirements gathering and design to testing, deployment, and support—and collaborate effectively with cross functional teams.	• We are seeking a Low-Code Platform Developer to design, build, and maintain workflow-driven and integration-focused solutions using platforms such as ServiceNow, Microsoft Power Platform, and n8n. • The role supports digital transformation initiatives by automating business processes, integrating enterprise systems, and delivering scalable, secure solutions with minimal custom code. • The successful candidate will work closely with business and engineering teams to translate requirements into effective low-code solutions, support the full delivery lifecycle, and ensure platforms are implemented in line with enterprise security, governance, and best practices. • This role is ideal for developers who enjoy combining rapid delivery with structured engineering discipline in an Agile environment.	• **Working Hours:** 5 days/ week, 9am- 6pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 66 Kampong Bugis. (S)338987

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Familiarity with Agile delivery practices, platform certifications, and exposure to DevOps or CI/CD for low-code solutions is an advantage.		
Project Manager 💼 ⭐	• The ideal candidate will have at least five years of experience managing software or digital projects, with the ability to deliver end-to-end initiatives using Agile, Hybrid, or Waterfall methodologies. • They should demonstrate strong organisational, planning, and problem-solving skills, along with excellent communication and stakeholder management capabilities. • Experience translating business requirements into functional specifications, managing timelines, risks, dependencies, and coordinating across multi-squad or cross-functional teams is essential. • Hands-on experience with project management and collaboration tools such as Jira, Confluence, and Microsoft Office is required, along with a solid understanding of user stories, acceptance	• We are seeking an experienced Project Manager to lead the end-to-end delivery of digital and software projects, including national-level initiatives with meaningful public sector impact. • The role involves working closely with cross-functional teams and client stakeholders to plan, execute, and deliver projects using Agile, Hybrid, or Waterfall methodologies, while ensuring quality, timeliness, and alignment with business objectives. • The Project Manager will be responsible for driving project governance, facilitating key project ceremonies, managing scope, risks, and dependencies, and ensuring clear communication across all stakeholders. • This role requires strong organisational and leadership skills, the ability to translate business requirements into actionable plans, and a hands-on approach to managing delivery tools, documentation, and reporting. • The ideal candidate thrives in a fast-paced, collaborative environment and is committed to delivering high-quality outcomes.	• **Working Hours:** 5 days/ week, 9am- 6pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 66 Kampong Bugis. (S)338987

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	criteria, and backlog management. • Singapore Citizenship or Permanent Residency is mandatory, and experience working with public sector organisations or holding relevant project management or Agile certifications is an advantage.		
ServiceNow Developer 💼 ⭐	• The ideal candidate will have 2–5 years of hands-on experience in ServiceNow development, with strong proficiency in JavaScript, Glide API, and server-side and client-side scripting. • They should have experience working across ServiceNow modules such as ITSM, ITOM, CSM, CMDB, and App Engine, along with a solid understanding of ITIL processes. • Experience building integrations using REST APIs and MID Server is required, and familiarity with secure or regulated environments is advantageous. • ServiceNow certifications, experience with scoped applications, custom UI development, performance tuning, and exposure to DevOps or CI/CD practices are considered a plus.	• We are seeking a skilled ServiceNow Developer to support digital transformation initiatives for Singapore government agencies. • This role focuses on designing, developing, and enhancing ServiceNow solutions that improve service delivery, streamline operations, and enable enterprise-wide adoption of the platform. • The successful candidate will work closely with cross-functional teams in an Agile environment to deliver secure, scalable, and high-quality ServiceNow implementations aligned with government standards and governance requirements.	• **Working Hours:** 5 days/ week, 9am- 6pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 66 Kampong Bugis. (S)338987

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
UIUX Designer 💼 ⭐	• The ideal candidate will have hands-on experience designing user interfaces and experiences for web and mobile applications, with a strong portfolio demonstrating research, ideation, interaction design, visual design, and user testing. • They should be proficient in wireframing and prototyping tools such as Figma, Sketch, or Adobe XD, and skilled in applying design thinking to solve complex problems. • Strong collaboration and communication skills are essential, along with the ability to influence cross functional teams and clients. • Experience mentoring or providing design guidance is a plus. • The candidate should be highly accountable, detail-oriented, and comfortable managing multiple projects in a fast-paced environment while fostering a culture of learning, innovation, and continuous improvement.	• We are seeking a skilled and proactive UI/UX Designer to craft intuitive, engaging, and user-centric digital experiences. • In this role, you will apply design thinking to solve problems end-to-end—identifying user needs, generating concepts, defining and creating products, and shaping interactions to deliver exceptional user experiences. • You will collaborate closely with Service Delivery Leads, Business Analysts, Developers, and clients to ideate and implement solutions that maximize business impact. • Beyond individual contributions, you will actively mentor and share knowledge with peers, foster a collaborative environment, and provide design advice, guidelines, and recommendations to ensure high-quality outcomes across the organisation. • You will also support the Business Development team by contributing to pitches and design strategies, facilitate Design Thinking workshops, and stay up-to-date with emerging technologies, trends, and best practices to promote continuous innovation.	• **Working Hours:** 5 days/ week, 9am- 6pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 66 Kampong Bugis. (S)338987

#18 Exceltec Property Management

Incorporated in 1997, Exceltec is an established property and facilities management company providing one-stop property solutions in Singapore. These solutions cater to commercial, retail and industrial sectors and include core services such as property and asset management and integrated facilities management. Over the years, our company has shot up its ranking in the SME 1000. The ranking helps in credibility building, raising visibility, benchmarking, and employee motivation. Today, Exceltec is a dynamic firm that prides itself on its customer-centric and innovative approach to problems. The Company's strong ability to constantly innovate and adapt to tackle any curve ball that comes its way has enabled it to thrive.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Accounts Officer/ Executive 💼	• Candidate must possess at least a Diploma, Advance/Higher/ Graduate Diploma in Accountancy or equivalent. • At least 3-5 years of working experience in the related field is required for this position. • Able to multitask and work under pressure with sometimes tight reporting timelines. • Proficient in MS Office, especially Excel and other related IT programs. • Willingness to learn with a pleasant disposition. • A team player who is meticulous, self-motivated, and independent with a strong sense of responsibility.	• Responsible for the full set of accounts of multiple clients and other matters relating to the respective set of accounts. • Ensure accounts are closed on time and according to the agreed date for submission to clients for the monthly meeting • Ensure accounting records and treatment comply with SOP and Accounting Standards General billing to be sent to sub-proprietors and relevant parties within the stipulated timeline • Timely update of receipts to send monthly statements and reminders to sub-proprietor within deadlines	• **Working Hours:** 5 days /week 8:30 am - 6pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601
Administrative Assistant/ Officer	**Education** • "N" & "O" Levels/NITEC/Higher NITEC/WSQ Diploma in real estate	• The MCST Admin Officer is responsible for providing comprehensive administrative support to the MCST Property Management team.	• **Working Hours:** 5.5 days /week

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	management, business administration, or a related field. **Certification** • Relevant certifications from institutions like SISV, BCA, or equivalent will have an added advantage. **Experience** • Minimum one (1) year experience in property management, particularly in instrata-living contexts. **Legal Knowledge** • Familiarity with regulations governing MCSTs, e.g. BMSMA. **Computer Literacy** • Basic competency in Microsoft Office Suite. • Familiarity with property management software is a plus.	• This role ensures the smooth and efficient operation of administrative functions within the management office, supporting the team in delivering exceptional service to residents and stakeholders. • The MCST Admin Officer plays a key role in maintaining accurate records, facilitating communication, and coordinating various activities that contribute to the effective management of strata-titled properties.	9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601
Assistant / Facilities Manager 💼	• Relevant bachelor's degree holder in Engineering, Facilities Management, or equivalent. • Minimum 3 years of post-degree experience in related Facility Management or equivalent	• Ensure that a building or facility is properly maintained, operated, and managed • Oversee maintenance and repair work • Manage operating budgets and resources • Ensure compliance with safety and environmental regulations • Manage staff and contractors • Coordinate with other departments and stakeholders, and plan and implement facility improvements	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Possess strong organizational and leadership skills • Solid understanding of building systems and maintenance procedures and the ability to manage multiple projects and priorities simultaneously • Experience in a variety of settings, including office buildings, hospitals, schools, and government buildings, are preferred	
Assistant Operations Manager - Environmental Cleaning Services 💼	• Diploma in Business Management, or related disciplines from a recognised institution. • 5 years' relevant experience.	• The cleaning operations manager is responsible for managing the organisations cleaning operations. • This includes overseeing the management of resources on project sites, directing and monitoring business operations, developing operation plans, managing service contracts and incidents, and communicating with stakeholders and clients to ensure quality work. • They are also required to carry out capability development activities and any other operational requirements as directed by the management. • They work in an office and perform site visits when necessary. • As part of their operational duties, they build relationships with relevant stakeholders and clients. • They are organised, responsive, approachable, resourceful, and service-oriented leaders who can multitask and manage operations effectively.	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Critical Work Function / Key Tasks <u>Manage cleaning services</u> • Develop and review operation plans to improve work procedures and quality service delivery. • Facilitate budget planning for cleaning operations. • Ensure teams adhere to safety measures during cleaning operations. • Manage cleaning operations and liaise with clients to ensure quality service delivery. • Evaluate relevant data to propose recommendations for cleaning process improvement. • Implement strategic plans to improve relationships with clients. <u>Manage Incidents</u> • Make critical decisions to resolve major incidents and emergencies. • Analyse and manage major incidents and emergencies in collaboration with relevant persons. • Manage and report incident and emergency investigations. • Review incident and emergency reports. <u>Manage inventory, equipment and maintenance schedule</u> • Ensure sufficient stock of materials and equipment supplies. • Plan and select appropriate equipment and/or technologies and supplies for project sites.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Evaluate the identified and recommended equipment and/or technologies suitable for business operations. • Oversee the control and allocation of resources to project sites. <u>Managing Cleaning Teams</u> • Manage the planning of work schedules and deployment of manpower. • Manage the capability development of staff. • Develop plans to promote good teamwork in alignment with organisational core values. <u>Managing Contracts</u> • Manage internal and external parties during contract development to analyse and solidify an overall contract strategy. • Oversee the preparation of tender specifications and quotations for cleaning operations. • Manage negotiating terms, conditions and pricing and ensure they are accurately executed and satisfied. • Review guidelines on contractual clauses to mitigate contract conflicts. • Manage existing and contract conflicts. • Analyse potential contract risks arising from contract changes. • Manage actions with internal procurement and legal teams if required.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Assistant Quantity Surveyor 💼 ⭐	• Degree / Diploma in Building / Quantity Surveying. • At least 3 years of working experience in building/ quantity surveying experience. • Proactive attitude. • Fresh graduates are welcome to apply.	• Responsible for quantity take off and cost estimation. • Preparation of tender submission with specific deadline. • Source, negotiate and award of contracts to vendors. • Responsible for material order processing and cost control. • Evaluate and process vendors claims. • Prepare progress claims for submission in timely manner. • Finalise project accounts with clients and vendors. • Any other duties as assigned by Contracts Director / Manager. • Experience in pre & post contract-administration. • Prepare cost submission / pricing / quantity take off / cost evaluation. • Be meticulous, analytical with excellent problem-solving skills, proactive, a good team player & able to meet tight deadlines. • Able to carry out procurement and cost management processes. • Source for subcontractors and suppliers.	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601
AV & Event Manager 💼	• Diploma or Degree in Audio-Visual Technology, Electrical/Electronic Engineering, Media Technology, Information Technology, Broadcast/Media Production, or an equivalent technical discipline.	• The AV & Events Manager leads the end-to-end delivery of audio visual and event operations across campus venues and teaching spaces. • The role governs AV systems lifecycle (from cost estimation and procurement to asset management, preventive maintenance, and disposal), coordinates event/exam setups and ensures	• **Working Hours:** 5.5 days / week 9am -6pm, 9am- 1pm • **Employment Type:** Full Time • **Job Type:** Permanent

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Candidates with strong practical AV/event leadership experience may be considered in lieu of degree requirements. **Experience** • Minimum 5 years of relevant experience in AV, event operations, and logistics support (preferably in multivenue environments such as campuses, convention facilities, or public venues). • Proven experience managing IP-based AV technologies and modern AV systems. **Technical Competencies** • Strong working knowledge of audiovisual systems, sound systems, lighting systems, and event/exam venue setups. • Familiarity or hands-on experience with centralised AV control/ monitoring and asset management systems (e.g., Extron, Wolfvision or equivalent). • Ability to troubleshoot AV issues under time pressure and coordinate vendor support when needed. **Core Skills** • Strong planning, coordination, and	operational readiness and service excellence through a trained, well rostered team and managed vendor ecosystem. • Where applicable, the environment leverages IP based AV infrastructure and centralised control/monitoring platforms (e.g., Extron GVE; WolfVision vSolution Link Pro). **Key Responsibilities** 1. AV & Event Operations • Plan, coordinate, set up, operate, monitor, and troubleshoot Audio-Visual, Sound, and Lighting systems for on-site events/exams; manage feedback during live operations, including emergency breakdown response and immediate rectification. • Conduct venue readiness checks (sound, lighting, projection, control) to ensure “event/exam-ready” state at least one day in advance; where setup time is constrained, establish N-2 readiness as the benchmark. • Maintain high standards of show control, recording/streaming (where applicable), and live mix quality; drive post-event reviews for continual improvement. 2. Centralised Control & Systems Operations • Oversee and continually uplift team proficiency on the site’s AV Asset Management &	• **Location:** 2 Jurong East Street 21 (S)609601

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	stakeholder management skills. • Good documentation discipline (maintenance logs, inventory records, monthly reporting). • People leadership skills to manage technicians and train ad hoc crews. • Cost estimation and procurement capability (evaluation, vendor coordination, scheduling). **Work Schedule & Conditions** • Standard hours with extended/split shifts, evenings, weekends, and public holidays as events/exams require; on call/standby rotations for critical coverage. • Physical activity includes lifting, rigging assistance, and frequent movements across campus venues.	Centralised Control & Monitoring System; ensure healthy system baselines, alarms triage, and remote support response. 3. Asset, Inventory & Logistics Governance • Own the AV equipment & store inventory (loaning processes, chain-of-custody, storage, and safekeeping). • Ensure accurate point-to-point transfer controls, loss prevention, and timely return/turnaround of loaned assets aligned to the Equipment & Store Inventory Listing. 4. Preventive Maintenance & Repairs • Develop and manage the quarterly preventive maintenance plan for all equipment; publish the maintenance timetable to the SO for review and approval before execution. • Issue monthly maintenance reports (equipment serviced, faults, corrective actions, parts used). • Maintain comprehensive checklists and service/repair records; escalate vendor repairs and warranty claims effectively. 5. Procurement, Budgeting & Costing • Perform cost estimation, options analysis and manage procurement (sourcing, technical evaluation, vendor management) of AV systems,	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		parts and services, in line with client requirements and procurement policy. 6. Team Leadership & Training • Lead, roster and develop an AV & Events team (including supervisors/technicians) for multi-venue concurrency; manage standby coverage during events/exams and coordinate cross-deployment. • Train and certify ad-hoc AV technicians engaged for sound/lighting operations; implement skill matrices and SOPs to standardise delivery. 7. Stakeholder & Vendor Management • Work closely with client stakeholders, faculty/event owners, facilities teams, external contractors and suppliers for setup and dismantling; ensure method statements and risk controls are adhered to. • Provide clear timelines, technical riders, and house rules; drive accountability for handovers/hand backs. 8. Documentation, Compliance & Disposal Governance • Uphold proper documentation: job logs, incident records, inventory movements, PM checklists, service dockets, and training attendance. • Govern asset disposal strictly under SO instruction; proceed only with approved asset disposal forms—no disposal without approval; ensure	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		controlled removal and auditable records. 9. EHS, Quality & Policy Adherence • Enforce Workplace Safety & Health (WSH) requirements (lifting, working-at-height, lasers/pyro if applicable), electrical safety, and lock-out/tag-out practices; comply with client/Company AUP/handbook and site procedures. • Ensure work practices, job ads and hiring support comply with MOM/TAFEP guidelines when coordinating ad-hoc manpower. 10.Other Duties • Ad hoc duties when required	
Building Technical Officer 💼	• Diploma; Higher NITEC or NITEC in Mechanical Engineering, Electrical Engineering, Facilities Management, or equivalent. • Minimum 3 years' experience in related ACMV, Audio Visual, BMS, Building, Electrical, Mechanical, or equivalent work. • General competency in the use of computers. • Capable in English writing and reporting.	• Review and/or undertake preventive and corrective maintenance to ensure adherence to quality standards and procedures • Lead technical investigation in response to fault calls • Review documentation on procedures and schedules of maintenance works • Track consumable and non-consumable items • Review risk assessments in accordance with regulatory and organizational • Workplace Safety and Health (WSH) policies and Quality and Environmental Management System (EMS) standards and their practices • Engage in continuous improvement initiatives to improve time, cost, and quality management	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Support the use of the latest smart facilities management trends or technologies.	
Cleaning Crew	• No formal qualification required • Working days between 5 to 6 days	• General cleaning duties. • Vacuuming, sweeping, and mopping floors of various types. • Dusting ceilings, light fittings, countertops, and loose furniture. • Scrubbing and sanitizing toilets, sinks and fixtures. • Emptying waste bins. • Washing and drying windows	• **Working Hours:** 5-6 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601
Cleaning Supervisor	• 2 years' experience in relevant industry will have an added advantage. • Good communication skills, both written and spoken. • Team player, able to work independently with minimal supervision.	• Check equipment condition. • Monitor the Service team. • Coordinate and liaise with clients at work site. • Facilitate effective communication and engagement at the workplace. • Handle complaints and feedback from clients. • Handle reassignment of tasks when needed. • Identify training needs for all soft-skill staff. • Inspect work done daily. • Monitor and follow up on compliance with cleaning procedures, workplace safety and tender specifications. • Monitor cleaning material stock level and re-order materials, if required. • Provide help and guidance to immediate reports. • Submit report, if required. • Any other ad hoc duties as and when required.	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Condominium / Building / Complex Manager (MCST) 💼	• **Education:** Diploma/Degree in real estate management, business administration, or a related field. • **Certification**: Relevant certifications from institutions like SISV, BCA, or equivalent. • **Experience:** Experience in property management, particularly in strata-living contexts. • Minimum five (5) years of experience. • **Legal Knowledge:** Familiarity with regulations governing MCSTs, e.g. BMSMA. • **Computer Literacy:** Competence in property management software and office applications.	Key Responsibilities: • **Maintenance and Repairs**: Manage the upkeep of the building, including common areas, facilities, and landscaping, ensuring that all areas are safe and well-maintained. • **Budget Management**: Prepare and manage the annual budget for building operations, including maintenance and repairs, and ensure financial efficiency. • **Stakeholder Relations**: Serve as the main point of contact for stakeholders, addressing their concerns and coordinating with the MCST council on issues affecting the community. • **Contract Management**: Negotiate and oversee contracts with vendors for services such as security, cleaning, and landscaping. • **Compliance**: Ensure the building operations comply with local laws and regulations, including safety standards and building codes. • **Emergency Management**: Develop and implement emergency procedures and promptly manage and respond to emergencies. • **Meeting Coordination:** Organize and facilitate the Annual General Meeting (AGM) and monthly council	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		meetings. Prepare agendas, reports, and minutes for meetings, ensuring timely distribution and follow-up on action items.	
Events / Logistics Assistant 💼 ⭐	• Physically fit and comfortable with hands-on, manual tasks. • Basic handyman or technical maintenance experience will be an advantage. • Willing to work flexible hours, including evenings, weekends, and public holidays when required. • Responsible, proactive, and a strong team player. • Positive attitude with good work ethics and attention to detail. • Prior experience in event logistics or operations support is preferred but not essential. **Why Join Us** • Opportunity to be part of a supportive and collaborative team. • Dynamic working environment with exposure to diverse events. • Overtime allowance provided for after-hours work.	• We are seeking a dedicated and hands-on Event / Logistics Assistant to support our Events Team in ensuring the smooth coordination and execution of various events. • This role involves daily logistical duties, including event setup, transportation, and general operational support. • The ideal candidate is reliable, physically fit, and enjoys working in a dynamic and fast-paced environment. • There will be occasions where support is required outside of regular office hours during peak event periods. **Key Responsibilities** • Provide daily logistics and operational support to the Events Team. • Assist with event setup, dismantling, and transportation of materials and equipment. • Manage and maintain inventory of event materials, tools, and supplies. • Coordinate delivery and collection of logistics items as needed. • Perform basic handyman or maintenance tasks when required. • Support ad-hoc operational duties assigned by the Events Team or Management.	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Ensure all logistics activities are conducted safely and efficiently. • Commit to working overtime or after-office hours during busy event periods.	
Facilities Engineer (Mechanical | Electrical) 💼	• Minimum a Mechanical Engineering Degree or Electrical Engineering Degree from a recognized tertiary establishment. • 5 years of experience in M&E Facilities operations at largescale development (>50,000 sqm). • Experience in managing M&E upgrading and retrofitting works, installation of new M&E systems, as well as testing & commissioning work with the ability to respond and investigate the cause of system faults andfailurese for major M&E equipment such as ACMV, Fire Protection systems, HT, LT, ELV, and the BMS System.	The duties of the Facilities Engineer shall include but not be limited to the following: • Review proposed M&E systems design by considering design for maintainability, design for safety and SDC operational needs based on different building types • At the building commissioning stage, attend training sessions and understand the operations of the various M&E systems • To attend the testing & commissioning of each M&E system • Able to perform chiller system fault detection and diagnosis • Conduct physical site surveys using a variety of equipment and tools • Prepare sketches and notes and perform electronic data collection • Coordinate field staff and process field data • Interface with C&S engineers, M&E engineers, architects, landscape architects, specialist vendors, and general vendors • Verify the accuracy of data, including measurements and calculations conducted at the Property Research testing and commissioning evidence, including maps, physical evidence, and other records to obtain data needed for	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		building systems and equipment condition appraisal • Prepare site documents and present findings to SDC • Preparation of strategic facility management plan for the next five (5) years • Preparation of operation manuals for the FM team • Develop an energy and sustainability framework for the building • Preparation of business continuity plans for the building owner and Resilience studies.	
Facilities Executive 💼	• Minimum Diploma in Building, Facilities Management, or related disciplines from a recognised institution. • 2 years' relevant experience. • Prior experience in public space management will be an advantage.	• The Facilities Executive is responsible for supporting the effective daily operations, maintenance, and compliance of building facilities in accordance with Singapore's regulatory requirements and service standards. • The role involves coordinating with vendors, conducting inspections, and ensuring a safe, functional, and customer-focused environment for building users. **Responsibilities:** • Support daily building and facilities operations, ensuring smooth functioning of essential systems (M&E, fire protection, lifts, water, etc.). • Conduct regular inspections to identify defects, safety hazards, and ensure compliance with BCA, SCDF, NEA, and WSH regulations. • Plan and monitor preventive, corrective, and ad hoc	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		maintenance works across M&E and civil systems. • Supervise vendors and contractors to ensure quality service delivery, safety compliance, and adherence to timelines. • Handle tenant feedback and service requests and assist in preparing operational reports. • Oversee tenancy fit-out, renovation, and improvement works in accordance with building guidelines. • Maintain accurate maintenance records, asset registers, and operate FM and building management systems (BMS). • Manage soft services such as cleaning, security, landscaping, pest control, and car park operations. • Support emergency response, evacuation procedures, and safety drills. • Perform any other duties assigned by the Facilities or Account Manager.	
Facilities Helpdesk Coordinator (shift)	• Prior experience in helpdesk, customer service, or facilities coordination roles is preferred. • Good communication and interpersonal skills, with the ability to handle inquiries professionally. • Able to multitask, stay organised, and manage follow-ups effectively. • Basic knowledge of building services or facilities operations is an advantage.	• We are seeking a responsible and service-oriented Facilities Helpdesk Coordinator to manage feedback, service requests, and incident reports related to building and facilities operations. • This role acts as the first point of contact for users, ensuring timely coordination with the relevant teams to address and resolve issues effectively. **Key Responsibilities:** • Operate the facilities helpdesk to receive, log, track, and manage all user	• **Working Hours:** 5 days /week, 12 hrs rotating • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Familiarity with CMMS or other ticketing systems is a plus.	feedback, service requests, and issues via phone, email, WhatsApp, Telegram, chatbot, or other platforms. • Route urgent issues such as faults, defects, breakdowns, and emergencies to the appropriate maintenance staff or contractors. • Provide regular updates and closure on feedback to users, ensuring clear communication on actions taken and resolution timelines. • Manage requests and responses related to: • General services and event support Faults, complaints, and maintenance related issues • Temporary service adjustments • Emergency incidents and alarm monitoring • Maintain accurate records of all reported issues in the Computerised Maintenance Management System (CMMS) or equivalent platforms. • Categorise and prioritise feedback based on service level agreements and urgency. • Prepare and submit monthly reports on service requests, complaints, incidents, and resolutions.	
Facilities Manager (IFM) 💼	• Minimum five (5) years of relevant experience in a similar capacity, preferably in managing properties of similar scale and nature. • Experience in the takeover of at least two	(Note: The duties outlined below are not exhaustive and may be subject to change as required.) • Coordinate with the Client's representative (SO) on the rectification of defects, tracking of outstanding works by the Main Contractor,	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	(2) new developments in the past five (5) years. • At least three (3) years of experience providing integrated facilities management services to Government Procurement Entities (GPEs) is preferred.	maintenance programs, and sub-contractor schedules using appropriate software and tools. • Ensure all outstanding work is completed satisfactorily. • Manage emergency repairs, ad-hoc breakdowns, troubleshooting activities, and provide technical support where necessary. • Act as a point of coordination between the Main Contractor, sub-contractors, and the Client. • Consolidate and submit technical reports and findings to the Client and SO as required. • Oversee Permit-to-Work (PTW) processes and related compliance matters. • Manage workplace health and safety requirements, including ensuring risk assessments are submitted and adhered to by all sub-contractors. • Conduct inspections and spot checks to maintain compliance. • Oversee works management processes, including preparation of monthly progress reports, certification of completed works, and administration of variation orders. • Conduct regular statutory and compliance inspections (e.g., fire safety, structural inspections) and submit corresponding management reports to the Client. • Manage customer service matters, ensuring timely and professional resolution of	• **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		feedback or complaints from tenants, users, or members of the public. • Support general office management activities, including maintenance of supplies, coordination of bill payments, and other administrative support as required by the Client. • Carry out any other tasks necessary for the smooth operations of the property or as directed by the Client SO. • Prepare and submit periodic reports on the status of operations in a format acceptable to the Client SO. • Represent the Client in managing tenant-related matters professionally and efficiently. • Ensure the smooth day-to-day operation of all facilities management services.	
Facilities Officer	• Min Nitec in Electrical/Mechanical Engineering with 1 years' experience.	• The duties of the Facility Officer shall include but not limited to the following: 1. Working in a team to manage daily works. 2. Involve in inspection of horticultural works, upgrading building projects and building maintenance issues. 3. Liaising with contractors and attending to improvement works and feedback from the customers. 4. In addition, you are required to participate in various meetings with the customers and assist the	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Account Managers in management reporting as required by the customers. 5. Perform routine daily inspections around the building and surrounding areas to check for building defects, safety issues and non-compliance of building regulation. 6. Plan and schedule preventive maintenance and identify improvement works. 7. Supervise the contractor's works. 8. Update maintenance records and stock inventory in the system. 9. Attend to tenants' requests, feedback and complaints. 10. Monitor tenancy fit-out and building improvement works. 11. Response/Operate the fire alarm system. 12. Oversee the operations for cleaning services, security system, landscaping, pest control and carpark operations. 13. Any other duties as assigned	
Infrastructure End Point Specialist 💼	**Required Qualifications & Skills** • Diploma in Information Technology or related	• The Infrastructure Endpoint Specialist is responsible for designing, implementing, managing, and supporting the	• **Working Hours:** 5.5 days /week

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	field, or equivalent work experience. • 2+ years of experience in IT endpoint management or infrastructure support. • Hands-on experience with endpoint management platforms (e.g., Microsoft Intune, SCCM, Jamf). • Strong knowledge of Windows and macOS administration and deployment. • Familiarity with endpoint security technologies and best practices (e.g., antivirus/EDR, device encryption). • Experience with automation and scripting languages (PowerShell, Python, Bash). • Strong problem-solving, troubleshooting, and root cause analysis skills. • Excellent communication and collaboration abilities. • Ability to work independently and as part of a team, occasionally outside regular working hours. • Relevant certifications (e.g., CompTIA Security+, Microsoft 365, CISSP) are a plus. **Preferred Experience** • Exposure to cloud-based endpoint	company's endpoint devices and underlying infrastructure. • This role ensures seamless operation, security, and compliance of endpoints—including desktops, laptops, mobile devices, and virtual machines—across Windows, macOS, and other platforms, working in close coordination with security, IT, and business teams. **Key Responsibilities** <u>Endpoint Administration:</u> • Manage and maintain endpoint devices (Windows, macOS, iOS, Android), ensuring optimal performance and security compliance • Oversee deployment, configuration, updates, and patch management using tools such as Microsoft Intune, Jamf, SCCM, or similar platforms. <u>Security & Compliance:</u> • Implement and monitor endpoint security controls, including endpoint detection and response (EDR), antivirus, and device encryption solutions. • Enforce security policies and ensure compliance with organizational and regulatory requirements. <u>Incident & Problem Management:</u> • Troubleshoot endpoint issues, respond to incidents, and resolve escalated tickets related to endpoint devices.	9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	management solutions (e.g., Microsoft 365, Azure AD) • Experience managing endpoint environments (100+ devices) • Prior involvement in endpoint security incident response and remediation.	• Conduct root cause analysis and implement preventative solutions when necessary. <u>Automation & Process Improvement:</u> • Develop and implement automation scripts for deployment and configuration tasks (e.g., using PowerShell, Python). • Continuously improve endpoint management processes, workflows, and documentation. <u>Collaboration:</u> • Work with infrastructure architects to ensure endpoint solutions integrate with infrastructure, security policies, and standards. • Engage vendors for solution evaluation, upgrades, and technical support as required. <u>Asset & Configuration Management:</u> • Maintain up-to-date inventory and documentation of all endpoints and their configurations. • Support software license management, device disposals, and lifecycle tracking. <u>Training & Support:</u> • Deliver training and support to end-users on endpoint-related topics. • Provide technical escalation and guidance to other IT team members.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Junior AV & Event Technical Officer 💼	• NITEC, Higher NITEC, or Diploma in AV Technology, IT, or related fields. • 1–2 years of experience in AV/event support preferred (internships or parttime roles count). • Basic understanding of AV systems and willingness to learn. • Good communication and teamwork skills. • Physically fit and able to work flexible hours, including weekends and evenings.	• We are looking for a motivated and hands on Junior AV & Event Officer to support the setup, operation, and maintenance of audiovisual (AV) systems for events, meetings, and campus activities. • This is an excellent opportunity for someone early in their career to gain practical experience in AV technology and event logistics. **Key Responsibilities** • Assist in setting up AV equipment for events, meetings, and training sessions. • Operate basic AV systems including microphones, projectors, and video conferencing tools. • Support preventive maintenance and basic troubleshooting of AV equipment. • Help manage AV inventory and ensure equipment is stored and handled properly. • Provide on-site support during live events and assist with logistics. • Work closely with senior AV officers and vendors to ensure smooth event execution.	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601
Operation Executive – Environmental Cleaning Services 💼 ⭐	• 2 years of experience in the relevant industry will have an added advantage. • Good communication skills, both written and spoken.	**Job Purpose/Key Responsibilities** • The Cleaning Operations Executive assists with managing cleaning operation duties as directed by the manager. • This includes managing resources, work procedures,	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Team player, able to work independently with minimal supervision. • Diploma in Building/Property Management or equivalent	service contracts, and work incidents. • They are also required to implement and recommend operation plans to improve the organisations work processes and service quality. • They work in an office and perform site visits when necessary. As part of their operational duties, they are expected to communicate with relevant stakeholders and clients. • They are organised, responsive, approachable, able to multi-task and capable of interacting with stakeholders. **Critical Work Function / Key Tasks** <u>Manage cleaning services</u> • Assist in budget planning for cleaning operations. • Coordinate with supervisor and client to ensure quality service delivery. • Review daily cleaning job reports for submission to management. • Assist in developing and reviewing operation plans to improve work procedures and quality service delivery. • Compile and analyse relevant data to propose recommendations for cleaning process improvement. • Ensure cleaning teams adhere to safety measures during cleaning operations.	Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		<u>Manage Incidents</u> • Guide teams to respond to major incidents and emergencies. • Report and update on major incidents and emergencies to the management. <u>Manage inventory, equipment and maintenance schedule</u> • Maintain stock of supplies of materials and equipment. • Identify and recommend suitable equipment and/oor technologies to improve cleaning operations. • Allocate equipment and/or technologies and supplies to project sites. • Implement maintenance schedules for tools and equipment. <u>Managing Cleaning Teams</u> • Facilitate elective work processes. • Facilitate the capability development of staff • Facilitate planning of work schedules and deployment of manpower. <u>Managing Contracts</u> • Ensure contractual payments are followed up. • Liaise between internal and external parties to analyse and solidify an overall contract strategy. • Interpret tender specifications and prepare quotations for cleaning operations. • Report potential risks on contractual changes to the management.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Assist in resolving existing contract conflicts. • Raise requests for purchases as required within agreed limits. • Ensure that budget guidelines set are followed and deviation to these should be communicated with explanations. • Assist in negotiating terms, conditions and pricing and ensure they are accurately executed and satisfied. • Ad hoc duties may be required on an as-needed basis.	
Property Executive (MCST) 💼	• **Education:** Diploma/WSQ Diploma in real estate management, business administration, or a related field. • **Certification:** Relevant certifications from institutions like SISV, BCA, or equivalent. • **Experience:** Experience in property management, particularly in strata-living contexts. • **Legal Knowledge**: Familiarity with regulations governing MCSTs, e.g. BMSMA. • **Computer Literacy**: Competence in property management software and office applications.	• The Building/Property Executive oversees and enhances the management of residential or commercial properties governed by a strata title. • These responsibilities are crucial for the efficient management and operation of the properties under the MCST, contributing to a positive living or working environment for all residents and owners. **Key Responsibilities**: • **Strategic Management**: Overseeing, developing, and implementing property management strategies to enhance asset value. • **Operational Leadership**: Leading the property management team, including Property Officers and other staff, in day-to-day operations. • **Stakeholder Relations**: Building and maintaining	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		relationships with key stakeholders, including property owners, tenants, and service providers. • **Financial Oversight**: Managing budgets, financial planning, and reporting for the property. • **Contract Administration**: Overseeing the negotiation and management of contracts with external vendors. • **Compliance and Risk Management**: Ensuring all property operations comply with local regulations and standards and managing risks associated with property management. • Ad hoc duties may be required on an as-needed basis	
Property Executive (Tenancy) 💼	• Diploma in Real Estate, Facilities Management, or related discipline • 2–3 years of relevant experience in tenancy or property management • Good communication and coordination skills • Proficient in Microsoft Office and property management systems • A team player with strong attention to detail **Why Join Us** • Competitive salary and performance incentives • Opportunities for growth within a structured and supportive team	• We are looking for a proactive and service-oriented Property Executive to support tenancy-related matters within our Integrated Facilities Management (IFM) operations. • You will be responsible for managing day-to-day tenancy matters, ensuring smooth coordination between tenants, contractors, and stakeholders, and maintaining high service standards throughout the lease period. **Key Responsibilities** • Assist in the processing and documentation of tenancy applications, renewals, and terminations • Coordinate fit-out, reinstatement, and inspection	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		activities in accordance with guidelines • Liaise with tenants to address feedback and ensure compliance with lease terms • Conduct regular site inspections and follow up on tenancy-related issues • Support tenancy reporting and documentation for client submission • Work closely with internal teams to ensure seamless service delivery	
Property Officer (IFM) 💼	• Minimum Diploma in Building, Facilities or Engineering; OR Minimum Higher NITEC (relevant) with 2 years of related working experience • Knowledge of facilities operations & maintenance • Team Player and willing to learn • Effective communications with stakeholders	• Provide support to the Property Executive on FM matters • Supervise and ensure that all types of routines and ad-hoc repair works undertaken by the term contractors are carried out according to the Contract. • Oversee preventive and corrective maintenance works in regard to cleaning, pest control, security, fire protection system, security system, plumbing & sanitary system, building works, etc. • Liaise and coordinate with Contractors to ensure timely maintenance works are done. • Compile all term contract service reports • Attend to all complaints/feedback, incidents and crisis situations and submit incident report. • Inspect site areas and report all defects and non-compliances to the Management. • Update the Client on any disruptions, feedback, fitting-	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		out and maintenance works conducted on site. • To undertake other work assignments which the Management may assign	
Property Officer (MCST) 💼 ⭐	• **Education:** Diploma/WSQ Diploma in real estate management, business administration, or a related field. • **Certification:** Relevant certifications from institutions like SISV, BCA, or equivalent. • **Experience**: Experience in property management, particularly in strata-living contexts. • **Legal Knowledge**: Familiarity with regulations governing MCSTs, e.g. BMSMA. • **Computer Literacy**: Competence in property management software and office applications.	• The Property Officers focus is on ensuring the smooth operation of the property, improving resident satisfaction, and maintaining property value. • These responsibilities are crucial for the efficient management and operation of the properties under the MCST, contributing to a positive living or working environment for all residents and owners. **Key Responsibilities:** • **Maintenance and Upkeep**: Ensuring regular maintenance and repair of communal facilities. • **Financial Management**: Assisting in budget preparation, managing expenditures, and overseeing service charge collections. • **Regulatory Compliance**: Ensuring the property complies with local building codes, safety regulations, and environmental laws. • **Communication and Coordination**: Acting as a liaison between the Management Corporation, residents, and other stakeholders. • **Contract Management**: Negotiating and managing contracts with various service providers.	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• **Record Keeping**: Maintaining accurate records of all management activities, including financial transactions and maintenance logs. • **Emergency Response**: Coordinating with emergency services and implementing procedures during emergencies. • Ad hoc duties may be required on an as-needed basis.	
Quantity Surveyor 💼	• Degree / Diploma in Building / Quantity Surveying. • At least 3 years of working experience in building/ quantity surveying experience. • Proactive attitude	• Responsible for quantity take-off and cost estimation. • Preparation of tender submission with specific deadline. • Source, negotiate and award of contracts to vendors. • Responsible for material order processing and cost control. • Evaluate and process vendors claims. • Prepare progress claims for submission in timely manner. • Finalise project accounts with clients and vendors. • Any other duties as assigned by Contracts Director / Manager. • Experience in pre & post contract-administration. • Prepare cost submission / pricing / quantity take off / cost evaluation. • Be meticulous, analytical with excellent problem-solving skills, proactive, a good team player & able to meet tight deadlines. • Able to carry out procurement and cost management processes.	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Source for subcontractors and suppliers.	
Senior Facilities Manager (IFM) 💼	• Minimum 5 years of experience in a senior facilities management role, with proven experience managing largescale properties. • Valid Fire Safety Manager (FSM) certification with at least 3 years of FSM experience (if required). • Experience in the successful handover of at least two new developments in the last 5 years. • At least 3 years of experience providing integrated facilities management services to Government Procurement Entities (GPEs) is preferred. • Strong leadership, communication, and stakeholder management skills. • Proficient in FM software and reporting tools.	• We are looking for a highly experienced and proactive Senior Facilities Manager to lead and oversee all aspects of facilities management operations. • This role involves managing a team, coordinating with client representatives and contractors, ensuring regulatory compliance, and driving service excellence across assigned properties. • The ideal candidate will bring strong leadership, technical knowledge, and stakeholder management skills to ensure smooth daily operations and long-term asset performance. **Key Responsibilities:** • Lead and manage all facilities management functions, including maintenance, inspections, safety, and tenant services. • Liaise with client representatives on outstanding works, defect rectification, and maintenance schedules using appropriate software/tools. • Supervise emergency repairs, breakdowns, and provide technical guidance to teams and subcontractors. • Oversee Permit-to-Work (PTW) processes and ensure compliance with statutory and workplace safety regulations. • Conduct regular statutory and compliance inspections (e.g., fire safety, structural) and	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		ensure timely submission of reports. • Manage workplace health and safety, including review of risk assessments and conducting spot checks. • Oversee operational reporting, including monthly progress reports, certification of completed works, and variation orders. • Handle complex customer service and tenant-related issues professionally and efficiently. • Support contract administration and operational budgeting as required. • Guide junior staff and contractors to maintain high service delivery standards. • Represent the client in key discussions and manage high-level operational decisions.	
Senior Property Executive (IFM) 💼	• Minimum Diploma in Building, Facilities Management, or related disciplines from a recognised institution. • Candidates with Mechanical and Electrical (M&E) background are preferred. • Prior experience in public space management will be an advantage.	• As this role pertains to public space management, the successful candidate should be prepared to undertake shift work when necessary. **Duties and Responsibilities** (Note: The duties outlined below are not exhaustive and may be subject to change as required.) • Supervise maintenance workers and contractors on service facilities, conservancy work, and related maintenance activities. • Manage and administer the Permit-to-Work (PTW) system effectively.	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm, SHIFT • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Manage emergency and ad-hoc repairs, breakdowns, and troubleshooting activities. • Provide technical support, act as an authorised person, and coordinate between the Main Contractor and Client. • Handle customer service-related matters by ensuring timely and professional responses to feedback from tenants or members of the public. • Coordinate, manage, and monitor all corrective and preventive maintenance programmes to ensure timely execution. • Attend to complaints and feedback from tenants, ensuring follow-up actions are taken promptly. • Investigate and report tenancy infringements committed by tenants. • Assist in conducting surveys and data collection exercises as required by the Client. • Attend to other duties as assigned from time to time by the Client or Management.	
Software Engineer (IoT) 💼	• Bachelor / Master's Degree in Computer Science, Electrical Engineering, or related field • Good electronics background and familiar with embedded system programming in C, C++, and Python language, • Good experience on setting up Arduino IDE for sensor testing, • Good understanding of IoT data formatting,	• We are looking for a highly motivated candidate with strong interest in working with IoT and facilities management systems. • We are developing new IoT solutions for smart facility management applications. • The team is exploring new frontiers and developing applications around cutting edge IoT technologies. • The role encompasses using C, C++, and Python programming for the sensor	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	generation, management, and processing, • Comfortable working with Git for version control, • Self-motivated, problem-solver and ability to work independently and as a member of a team.	node, LoRa gateway, and fabrication of Internet of Things (IoT) devices. • This role will work with existing developers on maintaining existing IoT devices & systems and developing new IoT hardware, devices, and systems. • Candidates with similar skills are welcome to apply. • Shortlisted candidates will be contacted for an interview.	
Supervisor/ Senior Supervisor (M&E) 💼	• Higher NITEC or NITEC in Mechanical Engineering, Facilities Management, or equivalent. • Minimum 3 years of related experience. • General competency in the use of computers. • Capable of English writing and reporting.	• Perform preventive and corrective maintenance works according to quality standards and procedures • Conduct technical investigations in response to fault calls • Provide summary reports on preventive and corrective maintenance works • Comply with regulatory and organisational Workplace Safety and Health (WSH) policies and practices • Report accidents, near misses and incidents in accordance with WSH reporting practices • Ensure compliance with Quality and Environmental Management System (QEMS) standards and practices, Environmental Sustainability regulations and organisational requirements • Engage in continuous improvement initiatives to improve time, cost and quality management • Support the use of the latest smart facilities management trends or technologies	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Team Manager (MCST) 💼	• **Education:** Bachelor's degree in Property Management, Real Estate, Business Administration, or related field. • **Certification:** Relevant certifications from institutions like SISV, BCA, or equivalent. • **Experience**: Experience in property management, particularly in strata-living contexts. • Minimum six (6) – eight (8) years of experience with demonstrable success in a leadership role. • **Computer Literacy**: Proficiency in property management software and office productivity tools.	• The Property/Team Manager (HQ) | Senior Manager | Associate Director is pivotal in ensuring the strata-titled properties smooth operation and financial health. • This role demands proactive leadership in managing daily operations, strategic planning, and delivering business results that enhance property value and owner satisfaction. **Key Responsibilities:** • **Leadership and Team Management**: Lead and develop a high-performing property management team, setting clear objectives that align with business goals. • Foster a collaborative environment that encourages innovation and efficiency. • **Operations Management:** Ensure operational excellence across all aspects of property management, including maintenance, security, and vendor contracts. • Drive initiatives that enhance property functionality and resident satisfaction. • **Financial Management and Business Results:** Develop and rigorously manage the property's budget, optimising costs, and maximising financial performance. • Deliver financial targets, report on financial	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		outcomes, and adjust strategies to meet financial goals. • **Stakeholders Relations**: Build strong relationships with stakeholders, enhancing community engagement and addressing issues that impact satisfaction and retention. • Ensure high service standards are maintained, directly influencing stakeholders' reviews and reputation management. • **Compliance and Regulatory Adherence:** Ensure all property activities comply with relevant laws and regulations, mitigating risks and avoiding potential liabilities. • Maintain readiness for audits and ensure compliance with all documentation practices. • **Strategic Planning and Execution**: Work with the MCST council to develop long-term strategies that improve property valuation and operational efficiency. • Lead sustainability initiatives to position the property as eco-friendly and cost-efficient. • **Meeting Coordination**: Organize and facilitate the Annual General Meeting	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		(AGM) and monthly council meetings. • Prepare agendas, reports, and minutes for meetings, ensuring timely distribution and follow-up on action items. • Ad hoc duties may be required on an as-needed basis.	
Technical Officer (FM) 💼	• Minimum 2 years of relevant experience in facilities or building maintenance, with a focus on builder's work. • Diploma or NITEC in Building Services, Facilities Management, or related field. • Familiarity with local building codes, safety regulations, and permit to work systems. • Strong coordination and communication skills. • Able to work independently and as part of a team. **Preferred Qualifications** • Experience in managing term contractors and supervising in-house technicians. • Exposure to multidisciplinary facilities operations is a plus.	• Oversee and coordinate builders work, including minor A&A, structural repairs, and general building maintenance. • Supervise term contractors and ensure quality and timely completion of works. • Conduct regular site inspections and manage defect rectification. • Liaise with vendors and stakeholders for permits, approvals, and work scheduling. • Support procurement processes including cost estimation and purchase requisitions. • Maintain accurate records of work progress, reports, and compliance documentation. • Support the use of the latest smart facilities management trends or technologies.	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601
Technician (Roving Supervisor - FM) 💼	• Min. Higher Nitec or Diploma in Facilities Management related • Prior experience in the facilities maintenance field with a minimum of 3 or more years related job experience with	• Execute effective and careful evaluation in response to maintenance needs for assigned properties and facilities on locations. • Maintain and ensure efficient operation of properties/facilities	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	basic carpentry, electrical, plumbing, overseeing capital improvement projects, and leading a team. • Valid Driving License, own reliable vehicle preferred	• Responsible for routine preventive and emergency maintenance, repairs, and upkeep of facility • Excellent Customer Service and good communication skills. • Site-to-Site Travel required **Key Responsibilities** 1. Maintenance and Repairs • Perform routine tasks on HVAC, electrical, plumbing, and mechanical systems. • Troubleshoot and diagnose equipment and system issues, including appliances where applicable. • Execute repairs and replacements while adhering to safety standards 2. Preventive Maintenance • Develop and implement comprehensive maintenance schedules. • Conduct regular equipment inspections and address potential issues. 3. Equipment Operation • Monitor critical systems like HVAC, fire detection, and security • Respond promptly to alarms and alerts for safety 4. Documentation • Maintain accurate records of maintenance activities and logs	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Create detailed reports on completed tasks 5. Vendor Management • Coordinate with external service providers and evaluate their work 6. Emergency Response • Maintain accurate records of maintenance activities and logs • On-call coverage for emergencies after office hours, weekends, and holidays 7. Energy Efficiency • Identify opportunities for energy-saving initiatives 8. Health and Safety • Adhere to safety guidelines and report hazards promptly	
Technician (Roving)	• Min. Higher Nitec or Diploma in Facilities Management related • Prior experience in the facilities maintenance field with a minimum of 2 or more years related job experience with basic carpentry, electrical, plumbing and overseeing capital improvement projects. • Valid Driving License, own reliable vehicle preferred	• Execute effective and careful evaluation in response to maintenance needs for assigned properties and facilities on locations. • Maintain and ensure efficient operation of properties/facilities • Responsible for routine preventive and emergency maintenance, repairs, and upkeep of facility • Excellent Customer Service and good communication skills. • Site-to-Site Travel required **Key Responsibilities** 1. Maintenance and Repairs	• **Working Hours:** 5.5 days /week 8:30am-6pm, 8:30am -1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Perform routine tasks on HVAC, electrical, plumbing, and mechanical systems. • Troubleshoot and diagnose equipment and system issues, including appliances where applicable. • Execute repairs and replacements while adhering to safety standards 2. Preventive Maintenance • Develop and implement comprehensive maintenance schedules. • Conduct regular equipment inspections and address potential issues 3. Equipment Operation • Monitor critical systems like HVAC, fire detection, and security • Respond promptly to alarms and alerts for safety 4. Documentation • Maintain accurate records of maintenance activities and logs • Create detailed reports on completed tasks 5. Vendor Management • Coordinate with external service providers and evaluate their work 6. Emergency Response	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Maintain accurate records of maintenance activities and logs • On-call coverage for emergencies after office hours, weekends, and holiday 7. Energy Efficiency • Identify opportunities for energy-saving initiatives 8. Health and Safety • Adhere to safety guidelines and report hazards promptly	
Technician/ Senior Technician (Electrical/ M&E)	• Higher NITEC or NITEC in Mechanical Engineering, Electrical Engineering, Facilities Management, or equivalent. • Min 2-3 years of related experience. • General competency in the use of computers • Capable in English writing and reporting	• Perform preventive and corrective maintenance works according to quality standards and procedures • Conduct technical investigations in response to fault calls • Provide summary reports on preventive and corrective maintenance works • Comply with regulatory and organisational Workplace Safety and Health (WSH) policies • Ensure compliance with Quality and Environmental Sustainbility regulatory and organisational requirements • Engage in continuous improvement initiatives to improve time, cost and quality management • Support the use of the latest smart facilities management trends or technologies	• **Working Hours:** 5.5 days /week 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 2 Jurong East Street 21 (S)609601
Warehouse Supervisor 💼	• Higher NITEC or Diploma or equivalent in Logistics, Supply Chain Management, or related field.	• The Warehouse Supervisor is responsible for managing inventory operations at the Storage Site, ensuring efficient storage planning,	• **Working Hours:** 5.5 days /week

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location

	• Minimum 2 years of experience in warehouse or inventory management.
	• Proficient in inventory management systems and MS Office applications.
	• Strong organisational and problem-solving skills.
	• Ability to coordinate with multiple stakeholders and manage time sensitive operations.
	• Knowledge of safety and compliance standards in warehouse operations.
	
	Key Competencies
	• Attention to detail and accuracy in stock control.
	• Effective communication and coordination skills.
	• Ability to work under pressure and manage multiple priorities.
	• Familiarity with traffic and logistics flow management.
		accurate stock control, and smooth logistics flow.
		• This role involves coordinating with contractors, implementing Standard Operating Procedures (SOPs), and maintaining a live inventory management system to support operational excellence.
		
		Key Responsibilities
		Inventory Management
		• Plan and optimise storage space utilisation within the Storage Site.
		• Coordinate stores and equipment for maintenance or loan and monitor timely returns.
		• Issue and receive stores and equipment from contractors appointed by STB or Race Promoter, including:
		  • Providing clear loading and unloading instructions.
		  • Inspecting physical condition of items and noting defects prior to issue or receipt.
		  • Ensuring correct identification and quantity of items issued or received.
		• Conduct regular stock-taking and maintain accurate inventory records.
		• Assist in discrepancy resolution and oversee closure of discrepancies.
		• Develop and implement SOPs for logistics and inventory management within the Storage Site.
			9am - 6pm, 9am - 1pm
			• **Employment Type:** Full Time
			• **Job Type:** Permanent
			• **Location:** 2 Jurong East Street 21 (S)609601

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Inventory Management System • Operate and maintain a web-based inventory management system to track and monitor inventory movement in real time. • Ensure system captures item details (name, description, image, quantity, issuance records, collection details). • Generate monthly and ad-hoc inventory reports (e.g., stock summary, movement history). • Approve or reject item collection/delivery requests submitted by contractors via the system. • Ensure system accessibility across desktop and mobile platforms, with secure hosting and data storage. • Manage user authentication, monitor account activity, and review access rights regularly. **Logistics & Traffic Control** • Ensure smooth traffic flow within the Storage Site for loading/unloading operations. • Implement controls for vehicle movement and manage scheduling of incoming contractors and trucks to minimise congestion. **Material Handling** • Arrange manpower and material-handling equipment (e.g., forklifts, cranes) as required, on a pay-per-use or agreed rate basis. • Any other ad hoc duties required from time to time.	

#19 GE Aerospace

Providing our aviation customers with the most technologically advanced and productive engines, systems and services for their success. Singapore has two repair facilities located in Loyang Industrial Park and one new make facility located in Seletar Aerospace Park. With over 2,200 employees working in our three facilities, we repair, refurbish and manufacture high and low-pressure components for more than 100 aircraft engine customers around the world with excellent turnaround time and quality.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Assistant Facilitator 💼	• Bachelor's degree from an accredited university (with at least 3 years if experience in similar capacity) OR Diploma in Engineering from an accredited polytechnic (with at least 5 years of experience in similar capacity)	• Responsible to assist facilitator for managing Safety, Quality, Delivery and People related matters, achieving yearly Priorities (KPI) **Role Overview:** • Lead the daily production meetings to assess daily capability to meet Safety, Quality and Delivery objectives. • Ensure manpower and machine capacity is available and assigned to support schedule. • Proactively work with other team leaders to cross deploy workers to support the needs of each other's cell. • Identify production bottlenecks in Gate/Cell, understand available capacity and ensure bottlenecks are continuously in production to maximize cell output, • Develop and maintain skill matrix for cell that documents skill level of each employee and ensure a cross-training plan is in place to support volume growth, • Work with Engineers and Lean Specialists to implement quality/productivity/ cost-	• **Working Hours:** 5 days /week, 7:30 am - 4:48 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 62 Loyang Way (S)508770

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		out/yield improvement projects in the Cell. • Handle day-to-day people issues - turnover, recruitment, disciplinary investigation & execution, tardiness, accident or incident investigation. • Track and coordinate appraisal of technicians.	
Component Repair Technician (Automation & Robotics) 💼 ⭐	• The ideal candidate has proven 2-3 years' hands-on experience maintaining and troubleshooting (mechanical and electrical) robotics or/and automated equipment in high volume production environments. **Required Qualifications:** • Diploma in Mechatronics or related discipline. • Minimum Higher NITEC holders with 2-3 years' relevant work experience **Preferred Qualifications:** • Must be able to work hands-on and work along with all levels • Strong problem-solving skills • Responsible, accountability and dependable of good work • Team player; able to work across functions • Able to perform work under relatively stressful environment	• Build, Install, Troubleshoot, Sustain automation & robotics systems in GE Aerospace MRO shops. • The candidate will work in Singapore Automation & Robotics Centre of Excellence. **Role Overview:** • Installation and commissioning of Automatic & Robotics machines in GE Aerospace facilities. • Support Engineers to troubleshoot, investigate and implement continuous improvement initiatives to drive Safety, Quality Delivery and Cost (SQDC). • Write and modify FANUC robot and PC programming. • Set up and teach new/additional products/stages in shops. • Troubleshoot mechanical and electrical operational machines in shops. • Data collections/analysis of machine performance in shops. • Conduct basic users training in shop. • Participate in Kaizen/improvement projects	• **Working Hours:** 5 days /week <u>1st shift:</u> 7.30 am – 4.20 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 23 Loyang Way (S)508726

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Knowledge in LEAN Manufacturing is advantageous • Experience & knowledge in MRO Component Repair process would be an advantage. • Hands-on experience maintaining and troubleshooting (mechanical and electrical) robotics or/and automated equipment in high volume production environment. • Ability to write/interpret Fanuc/ABB robotics programming or/and PLC programming • Good basic functional knowledge of sensors, motors, pneumatic and electrical components commonly used in automated equipment • Good understanding of MS-Office application, especially MS-Excel		
Component Repair Technician (NDT) 💼 ⭐	The Ideal Candidate: • Prior experience in NDT	• You will perform Non-Destructive Testing and its related duties in accordance with the written instructions and specific calibration requirements. **Role Overview**: • Perform specific calibrations, NDT and specific evaluations for acceptance or rejection of parts • Correct interpretation and understanding the inspection	• **Working Hours:** 5 days /week, <u>1st shift:</u> 7.30 am – 4.20 pm <u>2nd shift:</u> 4.00 pm – 12.50 am <u>Permanent 3rd shift:</u> 12.30 am – 7.50 am Rotation of 1st and 2nd Shift is

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		operation sheets and work instruction • Organize, sort and prepare the parts for NDT inspection • Load, unload and operate either the real-time XR, UT or auto FPI line effectively • Perform either X-Ray Inspection, Ultrasonic Inspection, Fluorescent Penetrant Inspection, Eddy Current Inspection, Magnetic Particles Inspection in accordance with the inspection operation sheets • Ensure the equipment operation readiness always • Assist the Engineer for any inspection evaluation and reporting • Upkeep of process system and testing equipment to ensure its continuous operations in compliance to approved documents • Prepare and clean parts before and/or after inspection. • Conduct audits in NDT area to ensure continuous system compliance to meet regulatory agencies requirements • Perform scheduled maintenance & housekeeping tasks	required. Shift patterns may change due to business needs. • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 23 Loyang Way (S)508726, 62 Loyang Way (S)508770
Component Repair Technician (V&D Inspector) 💼 ⭐	• Diploma in Mechanical/Precision/ Manufacturing Engineering • Basic command of written and spoken English	**Role Summary/Purpose** • You will perform visual and dimensional inspection to written quality plans on incoming in-process and finished engine components **Essential Responsibilities** • Ensure quality of parts meet specification requirements	• **Working Hours:** 5 days /week, <u>1st shift:</u> 7.30 am – 4.20 pm <u>2nd shift:</u> 4.00 pm – 12.50 am

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Ensure proper work clearance, correctness and completeness • Prevent non-conforming parts from proceeding to the next workstation • Provide support to Manufacturing Engineers and Quality System Engineers for evaluations, audits related activities • Collect data, feedback on the quality of parts inspected to the Manufacturing Engineers and Quality System Engineers • Perform visual & dimensional inspections, and set area management of the parts • Perform scheduled maintenance & housekeeping tasks	Permanent 3rd shift: 12.30 am – 7.50 am Rotation of 1st and 2nd Shift is required. Shift patterns may change due to business needs. • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 23 Loyang Way (S)508726, 62 Loyang Way (S)508770
Component Repair Technician (Welding) 💼 ⭐	• Minimum GCE 'O' level with 3 years of relevant experience • Preferably NITEC/Higher NITEC in welding • Relevant TIG certificates; or • Preferably CAAS approval in TIG Welding/General Welding or equivalent • Basic command of written and spoken English	**Role Summary/Purpose** • You will set up and weld high temperature alloys in the repair and repair development of turbine engine component, using Tungsten Inert Gas (TIG) in full compliance to repair manual requirements. • You will need to perform simple to complex welding. • The job requires candidate to consistently sit and pass periodic welder's proficiency test by the company's internal and external CAAS test. **Essential Responsibilities** • Apply necessary gas back-up and chilled bars as required to perform efficient weld repair	• **Working Hours:** 5 days /week, 1st shift: 7.30 am – 4.20 pm 2nd shift: 4.00 pm – 12.50 am Permanent 3rd shift: 12.30 am – 7.50 am Rotation of 1st and 2nd Shift is required. Shift patterns may change due to business needs.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Perform manual and laser weld of all products with different weld configurations • Identify and replace basic fixture/tooling due to wear and tear • Simple refining of welding parameters • Perform scheduled maintenance & housekeeping tasks	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 23 Loyang Way (S)508726, 62 Loyang Way (S)508770
Inspector (Metallurgy) 💼 ⭐	• Good communication skills and able to work with Requestor for metallurgical evaluation and analysis • Flexible with working timing and willingly to work in rotating shift & weekend **The Ideal Candidate:** • Knowledge in Aerospace, Material science or Mechanical field with experience in laboratory sample preparation and interpretation of microstructure **Required Qualifications:** • Minimum GCE 'O' level and/or with 3 years of relevant experience. • Preferably NITEC/Higher NITEC in Engineering; or Diploma in Engineering Field • Able to read and understand the manufacturing operation sheets and standard operation procedures in English	• As a Quality Inspector, you are responsible for preparation and analysis of metallurgical lab samples, conducting evaluations, mechanical testing, reporting findings of various types of coatings and materials for aircraft engine component repair. • In additional you are required to support, maintaining and troubleshooting lab equipment if necessary. **Role Overview:** • Comply to Safety, Quality, Delivery, Inventory and Productivity of Metallurgical Lab operation • Prepare the sample for mechanical testing such as hardness, tensile strength, and other relevant metrics • Prepare the sample for metallurgical evaluation including sectioning, mounting, polishing, grinding and etching • Operate and maintain Metallurgical Lab equipment and ensure its calibration validity.	• **Working Hours:** 5 days /week 1st shift: 7.30 am – 4.20 pm 2nd shift: 4.00 pm – 12.50 am Permanent 3rd Shift: 12.30 am – 7.50 am Rotation of 1st and 2nd Shift is required. Shift patterns may change due to business needs. • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 23 Loyang Way (S)508726

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Strong analytical skills and attention to detail • Candidates with no experience are welcome	• Adhere to laboratory procedures during performing of metallurgical lab operation, maintain general laboratory housekeeping (5S) • Perform incoming inspection of controlled material if required • Liaise with external laboratory or supplier related to metallurgical service (Ensure all external metallurgical service quotation, purchase order and certificate be delivered timely)	
Lead Engineer - Machining Process 💼	• Bachelor's or higher degree in Mechanical Engineering or related discipline and with at least 7 years' hands-on experience in CNC machining aerospace work environment. • Diploma in Precision Engineering and with at least 10 years' hands-on supervisory or managerial experience in the field of CNC fast-paced environment. • Strong knowledge and experience with CAD/CAM software such as NX Siemens and SolidWorks. • Provide expert guidance on CNC programming (Fanuc/Siemens/Heidenhaim), tooling section, machining parameter, and process optimization plans for milling, grinding, turning and EDM • Proficiency in 3 - 5 axis Milling and Turning	• The role of the Engineer – Machining Process is to develop CNC machining process operations to help shop improve Safety Quality Delivery and Cost in the order for GE Aerospace MRO Shop. **Role Overview:** • Develop CNC programming, setting up various machine brands for aerospace machining. • Accomplishing work requirements by following established procedures and instructions • Work closely with cross-functional teams and customers to develop work plan, deliverables, required resources, monitor project activities, budget, and timing for new initiatives to improve Safety Quality Delivery and Cost in the order • Lead, prepare and implement the First Article part process for NPI (New Product Introduction), including documentation package.	• **Working Hours:** 5 days /week, 7:30 am - 4:48 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 23 Loyang Way (S)508726

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	machining operation especially in adaptive machining with Inconel and Titanium materials • Ability to lead a diverse operations team in a fast-paced environment • Strong understanding of DG&T, engineering drawings, and fixture design • Experience with introduction of automation, digitization and best practices to enhance efficiency • Strong problem-solving skills and the ability to work independently. • Experience with maintaining and troubleshooting machine equipment. • Strong communication and interpersonal skills	• Provide guidance and support to operators in milling, turning, grinding, and EDM machining processes. • Lead and support troubleshooting, investigation and implement improvement initiatives of production process equipment for cycle time reduction, yield improvements and elimination of safety issues • Knowing and ability to design machine fixtures for machining has added advantages. • Monitor and stay updated with current and evolving trends in the CNC machining process manufacturing industry. • Generate and outline project schedule to keep all stakeholders up-to-date promptly. • Work with external vendors and system integrators to identify right spec size CNC equipment for shop needs.	
Lead Field Service Engineer - Business Aviation 💼	• A minimum of 3-5 years of professional experience in fleet management and customer engagement is required. • Knowledge and understanding of business aviation are essential for this role. • A level of knowledge equivalent to a Bachelor's degree from an accredited university or college is required.	• Lead Field Service Engineer supporting Business Aviation in the APAC region. • This position provides technical support to individual operators of business jets within the defined region in addition to support and coverage of Bombardier and 3rd party service facilities. • FSE would be expected to travel in support of regional customers. **Core Responsibilities** • Independent Professional	• **Working Hours:** 5 days /week, 7:30 am - 4:48 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** The Metropolis (S)113859

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Proactive customer issue resolution – leads within Customer Team (CT) • Engage independently and proactively with customers • Leverage and contribute to "Deep Dive" topics, uses all available resources to resolve issues • Fleet Management - knows "owned" customer base, anticipates issues and influences customers to effectively maintain engines • Execute on Critical Items (SBs/Campaigns) impacting customer base • Accurate and timely reporting in required systems (significant event reporting/1Fleet/) • Salesforce case entry and management of current & historical customer issues/resolutions • Lead After Action Reviews (AAR) for A2A/AOG/Significant Events or major Mx activities as necessary • MRT (Mobile Repair Team) support (as necessary for any Mx tasks onsite with customers) • Parts & tooling requests to support all maintenance tasks (ensure smooth mx operation) • Data collection to support Leading Indicators • Non-Technical customer inquiries (entitlements, novations, general questions) • Data intelligence requests on aircraft status/sales/delivery	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		/strategy (Sales, RAL, Leadership etc.) • Facilitate Service Requests & hardware returns • Customer training (informal, technical process, best practices, manual interpretation) • EIS support & Portal access/training as needed • Commercial support (provide inputs for T&Ms & facilitating support from 3rd parties) • Ownership of Authorized Service Center support within region • Diagnostics Support (diagnostics mgmt., CNRs, data flow, trends, reviewing data to identify issues) • Backup support for FSEs & assist customer support team as necessary **Subject Matter Expert** • Project management & ownership of A2A & AOG with Onsite presence as necessary • Customer Technical Relationship Mgmt. • Technical Issue Resolution (SF Case Load & non tracked technical issues) • Service Center Operations & Technical Relationship Mgmt. • Tactical regional support (knows customers/region and how to get things done) • Product line technical acumen **Program/Fleet Ownership** • Independently leads tasks & projects for assigned customer base • Assists Senior FSE/SPM as required	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Able to effectively communicate complex problems and deliver solutions • Anticipates & manages events that affect customer deliverables • Understands impact/influence of work on Customer Experience • Able to navigate matrixed team / leverage support from Business Aviation team	
Machine Maintenance Technician 💼 ⭐	The Ideal Candidate: • 2-3 years of experience in machine maintenance and furnaces	• You will perform preventive and corrective maintenance, installation, fabrication, troubleshooting, analysis of heat treatment furnaces, computer systems, and calibration (not controlled by QA) of plant equipment and facilities. • Area of responsibility will cover trades in electrical and mechanical installation, electronics, computers, hydraulics, pneumatics, pipefitting, machining, welding, etc. **Role Overview:** • Diagnose, troubleshooting, Servicing, repair and maintenance of furnaces and plant equipment, instruments, microprocessors and measuring facilities • Maintenance of Heaters, Insulation, Sensors, Control Panel, Vacuum Pumps, Cooling Towers, Water Systems etc. • Perform preventive and corrective maintenance, installation, fabrication and calibration (not controlled by	• **Working Hours:** 5 days /week, <u>1st shift:</u> 7.30 am – 4.20 pm <u>2nd shift:</u> 4.00 pm – 12.50 am <u>3rd shift:</u> 12.30 am – 7.50 am Rotation of 3 shifts • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 23 Loyang Way (S)508726

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		QA) of plant equipment and support facilities. • Diagnose, troubleshoot, repair and modify plant equipment, instruments, microprocessor and measuring facilities • Institute judgment to improvise installation or diagnostic methods when original operation manuals or technical literature are not available or inapplicable • Establish and maintain calibration systems to effectively control performance of various instruments and controllers • Maintain documentation where necessary of completed assignments for tractability • Establish stock level requirement for existing and new equipment • Work independently from prints, sketches, technical literature and other instructions. • Provide hands-on training guidance to lower skilled technicians • Exercise extreme caution to protect oneself and co-workers from accidents when working under hazardous conditions such as heights, enclosed compartments, live wires or devices, flammable or explosive atmosphere, suspended heavy machinery, power tools, etc. • Constantly check working environment for compliance with applicable EHS requirements.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Thoroughly check out completed jobs before handling over to end users to assure that the facility is electrically and mechanically safe. Ensure that appropriate PPE are used wherever necessary • Adhere to all applicable EHS rules and regulations and employees' EHS responsibilities as per EHS OP 283.00 • Perform scheduled maintenance & housekeeping tasks	
Manufacturing Specialist - Production Supervision 💼	• Basic understanding of key business drivers; uses this understanding to accomplish own work. • Good understanding of how work of own team integrates with other teams and contributes to the area. • This role requires 7-8 years of experience in Manufacturing & Production Supervision. • Knowledge level is comparable to a Bachelor's degree from an accredited university or college	• Perform the daily operations of plants to ensure reliability and consistency on the production line. Includes Service Shops. • Impacts quality of own work and the work of others on the team. • Executes standard operational/technical tasks typically subject to instructions and work routines. There is latitude to rearrange the sequence to complete task/duties based on changing work situations. **Role Overview:** • Oversight and management of front-line manufacturing employees. Typically managing hourly employee populations. • Broadening knowledge of own technical discipline to execute policy/strategy. May include support roles with specialized technical field of knowledge; still acquiring	• **Working Hours:** 5 days /week, 7:30 am - 4:48 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 62 Loyang Way (S)508770

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		higher level knowledge and skills. • May have some autonomy to make decisions within a defined framework. • Resolves issues in situations that require good technical knowledge and judgment within established procedures. • Consults more senior team members for issues outside of defined instructions/parameters. • A job at this level requires good interpersonal skills and may be required to lead a junior team. • For customer facing roles, develops strong customer relationships and serves as the interface between customer and GE. • Explain technical information to others.	
Trainee Component Repair Technician (NDT) 💼 ⭐	• Nitec/Higher Nitec in Automation Engineering / Aircraft Engines Maintenance / Mechanical Engineering / Mechatronics Engineering / Aircraft Maintenance Engineering • Diploma in Aerospace Engineering / Mechatronics / Aeronautical Engineering / Aerospace Technology / Aerospace Avionics • Any relevant Nitec / Higher Nitec / Diploma engineering courses • Able to read & write English at a professional	This is a traineeship program that will offer an opportunity for ITE or Diploma fresh graduates to obtain knowledge from structured training and OJT to gain work experience that will accelerate their technical competency and career progression in GE Aerospace. • The trainee will perform Non-Destructive Testing and its related duties in accordance with the written instructions and specific calibration requirements. **Essential Responsibilities:** • Perform specific calibrations, NDT, and specific evaluations	• **Working Hours:** 5 days /week, <u>1st shift:</u> 7.30 am – 4.20 pm <u>2nd shift:</u> 4.00 pm – 12.50 am <u>Permanent 3rd shift:</u> 12.30 am – 7.50 am Rotation of 1st and 2nd Shift is required. Shift patterns may change due to business needs.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	working proficiency level • Able to work rotating shifts • Willing to accept a 1-year bond after the program • Within 3 years of graduation OR the operationally ready date (ORD) for national servicemen • Singaporean/Singapore PR only in order to meet Singapore government requirements for a strong Singapore core and for the Singapore government grants to be applicable	for acceptance or rejection of parts • Correct interpretation and understanding the inspection operation sheets and work instruction • Organize, sort and prepare the parts for NDT inspection • Load, unload, and operate either the real-time XR, UT or auto FPI line effectively • Perform either X-Ray Inspection, Ultrasonic Inspection, Fluorescent Penetrant Inspection, Eddy Current Inspection, Magnetic Particles Inspection in accordance with the inspection operation sheets • Ensure the equipment operation readiness always • Assist the Engineer for any inspection evaluation and reporting • Upkeep of process system and testing equipment to ensure its continuous operations in compliance to approved documents • Prepare and clean parts before and/or after inspection • Conduct audits in NDT area to ensure continuous system compliance to meet regulatory agencies requirements • Perform scheduled maintenance & housekeeping tasks	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 23 Loyang Way (S)508726, 62 Loyang Way (S)508770

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#20 Go-Ahead Singapore

Go-Ahead Singapore is a leading local public transport operator and subsidiary of the Go-Ahead Group, a UK transport provider which enables more than one billion journeys a year.

Go-Ahead Group operates a devolved structure in the management of its companies that draws on three decades of international experience. This approach serves to ensure that Go-Ahead Singapore retains its ability to provide quick responses to the changing needs and conditions of a local market independently.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Bus Captain ⭐	• Possess at least a Primary/Secondary School/"O" Level, any field. • Possess a valid Class 3/4 Driving License with a minimum of one (1) year driving experience. • Able to perform shift work. • Able to start work immediately or within short notice period.	• Provide a safe and pleasant journey for passengers. • Provide support to Bus Operations Control Centre. • Operate all vehicle types including single and double deck. • Adhere to bus route schedules. • Ensure that fares are paid. • Provide excellent customer service to passengers. • Practice defensive driving techniques to avoid collisions and commuter injuries. • Follow LTA regulations & Go-Ahead company procedures.	• **Working Hours:** 5 Days Split Shift / 6 Days (As rostered) 44 hrs / week • **Employment Type:** Full Time • **Location:** Various locations
Customer Care Executive 💼 ⭐	• Candidates must possess at least GCE 'O' Level. • Prior working experience in customer service industry would be advantageous. • Good verbal and written communication skills, with a strong sense of empathy and professionalism. • Detail-oriented, well-organized and proficient in Microsoft Office applications.	**1. Lost & Found Management** • Lead the team to manage receipt, recording, safekeeping and return of lost items found onboard buses, at bus interchanges and bus terminals managed by the company. • Maintain a comprehensive and accurate database of all lost and found items, ensuring timely updates and proper documentation. • Liaise with item owners and/or agencies to return lost items to the owners promptly.	• **Working Hours:** Monday to Friday Office Hours • **Employment Type:** Full Time • **Location:** Various locations

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Able to multi-task and work independently in a fast-paced environment.	• Liaise with internal departments, item owners and/or external agencies (e.g. schools) to facilitate the prompt return of lost items. • Liaise with the relevant agencies to return unclaimed cash and the donation of unclaimed valuable items to the charitable organization(s) assigned by the company. **2. Passenger Well-being** • Lead the team to outreach to passengers involved in incidents onboard buses, at bus interchanges and bus terminals managed by Go-Ahead Singapore. • Show empathy and professionalism in all interactions, ensuring that affected passengers receive appropriate assistance and support. • Coordinate with internal and external stakeholders for follow-up actions. **3. Customer Feedback Management** • Lead the team to receive, log and track customer feedback, compliments and complaints related to Go-Ahead Singapore's bus captains. • Investigate and respond to all feedback in a timely and professional manner, ensuring fair and accurate resolution. • Work closely with internal departments to follow up on the feedback cases and identify opportunities for	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		service improvement. **4. Reporting & Administrative Support** • Prepare regular reports on lost and found items, passenger outreach activities and customer feedback trends. • Any other duties as assigned.	
Customer Service Officer ⭐	• Minimum GCE 'O' levels and above. • Prior 1 – 2 years of working experience in customer service industry would be advantageous. • Good verbal communication, interpersonal and written skills; with pleasant and positive attitude. • Computer literacy, including Microsoft Office, will be an added advantage. • Able to commit to shifts.	• Provide excellent customer service to customers. • Attend to all walk-in enquiries from customers. • Handle lost-and-found enquiries. • Handle customers' phone call enquiries. • Ensure customer enquiries are properly addressed and escalate customer complaints to related departments. • Other ad-hoc customer service-related duties as assigned. • Adhere to workplace safety and health policies, practice safe work procedures and safety rules implemented at the workplace; and not engage in any unsafe or negligent act that may endanger self or others.	• **Working Hours:** Alternate 3/4-day work week 44 hrs / week • **Employment Type:** Full Time • **Location:** Various locations
Engineering Supervisor 💼 ⭐	• Candidate must at least attain a Professional Certificate or Diploma in Engineering or equivalent. • At least 3 years of working experience and 1 year of supervisory experience required in an automotive/ manufacturing or equivalent environment	• Supervise and monitor the performance and repair standards of the Workshop Technical Specialists. • Liaise with stores personnel to identify all material requirements and usages. • Ensure that all maintenance work performed adhere strictly to standards established by Go-Ahead Singapore and any legal requirements.	• **Working Hours:** 5 Days (As rostered) 44 hrs / week • **Employment Type:** Full Time • **Location:** Various locations

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Candidates with more experience will be considered for a senior supervisor role. • Candidates with automotive workshop supervisory experience will be advantageous. • Candidate with a valid Class 3 driving license will be advantageous. • Able to commit to shift work (including rotating shift/permanent nightshift).	• Optimize work to ensure maximum availability of vehicles to meet operational requirements. • Work with all parties to minimize lost mileage due to engineering failures and issues. • Ensure strict adherence to the planned inspection and maintenance schedules • Ensure strict adherence to all Health & Safety procedures, legal and company regulations. • Undertake any necessary audit to ensure strict compliance with established processes and procedures. • Carry out any ad-hoc duties as required by the Management. • Diligently monitor employee attendance and approval of overtime. • Supervise and ensure workplace safety and health risks are identified, assessed and controlled, and provide employees with information on compliance to workplace safety and health policies.	
Fleet Support Assistant ⭐	• Able to work from 7pm to 3am.	• Ensure electric buses are correctly plugged in and charging initiated. • Refuel buses accurately and document all information. • Handle refueling equipment with care and adhere to SOPs. • Complete the demounting of buses per demounting list according to SOPs and maintain proper documentation. • Manage orderly parking and ensure safety during refueling and garaging activities.	• **Working Hours:** 6 (As rostered) 44 hrs / week • **Employment Type:** Full Time • **Location:** 2 Loyang Way S(508776)

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Maintain compliance with company SOPs and ensure accident-free operations. • Assist with garaging activities and ensure proper housekeeping. • Adhere to workplace safety and health policies, practice safe work procedures and safety rules implemented at the workplace; and not engage in any unsafe or negligent act that may endanger self or others. • You may from time to time be assigned work to cover other entities within Go-Ahead, which may be located in any locations which Go-Ahead has or may commence operations in future.	
Fleet Support Officer ⭐	• Valid Singapore Class 3 / Class 4 driving license with minimum of 1 year driving experience. • Able to work from 7pm to 3am.	• Safely drive buses to fuel bays, through the Auto Bus Wash, and to designated parking spots. • Ensure electric buses are correctly plugged in and charging initiated. • Refuel buses accurately and document all information. • Handle refueling equipment with care and adhere to SOPs. • Complete the demounting of buses per demounting list according to SOPs and maintain proper documentation. • Manage orderly parking and ensure safety during refueling and garaging activities. • Maintain compliance with company SOPs and ensure accident-free operations.	• **Working Hours:** 6 (As rostered) 44 hrs / week • **Employment Type:** Full Time • **Location:** 2 Loyang Way S(508776)

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Assist with garaging activities and ensure proper housekeeping. • Adhere to workplace safety and health policies, practice safe work procedures and safety rules implemented at the workplace; and not engage in any unsafe or negligent act that may endanger self or others. • You may from time to time be assigned work to cover other entities within Go-Ahead, which may be located in any locations which Go-Ahead has or may commence operations in future.	
Interchange Support Officer ⭐	• Candidate must possess a minimum GCE N' /O' Levels or equivalent • Prior customer service work experience would be beneficial • Candidates who are bilingual and can communicate effectively • Able to commit to shift hours • Individuals must be able to handle always being on the ground and be constantly on the move • Candidates who possess class 3 driving licenses would be advantageous	**Bus Interchange Management.** • Assist bus services and bus interchange facilities and security. **Customer Experience Management.** • Acts as the liaising officer for lost and found items. • Deploy at bus stop as service ambassador to assist with boarding and alighting activities when necessary • Support bridging bus activities when activated • Ensure compliance of all safety rules by staff and contractors. • Oversee smooth and timely arrival and departure of bus services. • Managing the flow of Bus Captains and buses along GAS routes through liaison with Operations Control Centre (OCC).	• **Working Hours:** 6 Days (As rostered) 44 hrs / week • **Employment Type:** Full Time • **Location:** Various locations

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Execute recovery actions for incidents or accidents that happened in the Interchange. • Document incidents/accidents. • Oversee traffic and crowd control measures. • Work closely with the Interchange Manager on cost control measures pertaining to bus operations at the interchanges. • Supervise a pool of Bus Captains and provide guidance and advise as applicable. • Adhere to workplace safety and health policies, practice safe work procedures and safety rules implemented at the workplace; and not engage in any unsafe or negligent act that may endanger self or others.	
Mileage Officer ⭐	• Candidate must possess at least a minimum GCE A' Levels / Diploma or equivalent • No prior experience necessary • Adequate level of numeracy and computer competency • Possess a good standard of written and spoken English • Candidate must be meticulous and inquisitive in nature	• Retrieve and verify mileage data from various sources and departments. • Liaise with service controllers for lost mileage reporting. • Process daily mileage records on online portal. • Maintain documents in a clear and concise manner required for audit purposes. • Respond to LTA queries with regards to mileage issues. • Strive to achieve daily deadlines given by internal and external stakeholders. • Review lost mileage performance to identify potential areas for improvement. • Assist Schedules and Mileage Manager with other duties	• **Working Hours:** Monday to Friday Office Hours • **Employment Type:** Full Time • **Location:** 2 Loyang Way S(508776)

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		relating to mileage as assigned. • Adhere to workplace safety and health policies, practice safe work procedures and safety rules implemented at the workplace; and not engage in any unsafe or negligent act that may endanger self or others.	
Service Controller 💼 ⭐	• Prior working experience would be advantageous. • Able to perform shift work. • Excellent IT and communication skills. • Ability to work in a fast-paced environment would be beneficial. • Ability to make responsible decisions on unpredictable situations effectively.	• Manage the CFMS system and all road performance issues. • Communicate effectively with all Bus Captains and maintain an organized and professional approach at all times. • Ensure assigned services achieved the respective BSRF Standards namely EWT, FLBP and OTA. • Direct supervision to ensure that regular and reliable bus services are operated, with no bunching and excessive early arrivals. • Supervising Bus Captains to ensure operation of buses according to schedules and submitting disciplinary reports when necessary. • Ensure necessary actions are taken to recover lost mileage. • Assist Bus Captains in handling emergency situations on the road in real time. • Ensure that there is a clear and concise record of all decisions and events that take place on the allocated routes for the shift. • To render support on ad hoc unplanned bus bridging as per SOP. • Adhere to workplace safety and health policies, practice	• **Working Hours:** 5 Days (As rostered) 44 hrs / week • **Employment Type:** Full Time • **Location:** 2 Loyang Way S(508776)

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		safe work procedures and safety rules implemented at the workplace; and not engage in any unsafe or negligent act that may endanger self or others	
Technical Specialist ⭐	• Candidates must possess NITEC or Diploma in Engineering or equivalent. • Prior experience in automotive or engineering environment would be advantageous. • Entry level candidates may apply. • Candidate to have a valid Class 3/4/4A driving license. • Able to perform shift work.	• Ensure all maintenance work performed adhere strictly to standards established by the company and any legal requirements. • Perform regular preventive maintenance work on company vehicles. • Conduct regular inspections on company vehicles to ensure reliability and to pass regulatory inspections and audits. • Carry out corrective maintenance and repairs on vehicles to minimize downtime. • Prepared to work the hours necessary to complete all tasks required to achieve Peak Vehicle Requirement (PVR). • Ensure strict adherence to all workplace Health & Safety policies, legal and company regulations, with proper documentation and storage. • Practice safe work procedures and safety rules implemented at the workplace. • Not to engage in any unsafe or negligent act that may endanger self or others. • Any ad-hoc assignment which may include driving bus under maintenance / replacement bus if required.	• **Working Hours:** 5 Days (As rostered) 44 hrs / week • **Employment Type:** Full Time • **Location:** 2 Loyang Way S(508776)
Traffic Inspector ⭐	• Candidate must possess a minimum GCE N' /O' Levels or equivalent	• Acquire and maintain an in-depth knowledge of all Go-Ahead Singapore bus services,	• **Working Hours:** 6 Days (As rostered)

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Prior customer service work experience would be beneficial • Candidates who are bilingual and can communicate effectively • Willing to perform rotating shifts and commit to shift hours • Must be able to conduct on-board fare inspections, assist Bus Captains and provide on-ground operational support. • Candidates who possess class 3 driving licenses would be advantageous	routes, and interchanges to ensure effective operational support. • Strictly adhere to workplace safety and health (WSH) policies and procedures. Promote a culture of safety by observing safe work practices and avoiding any conduct that could pose risks to oneself or others. • Provide on-ground operational support during special events, major projects, and emergency situations (e.g., rail service disruptions), including managing affected bus services and performing crowd control duties. • Conduct onboard fare inspections to verify valid fare payment and identify non-compliance or misuse of fare cards and concession passes. • Assist Bus Captains on-site during both planned and unplanned bus service diversions, ensuring smooth bus service continuity and safe operations. • Undertake any other tasks or assignments as directed by the Service Performance Manager or Executive. • Adhere to workplace safety and health policies, practice safe work procedures and safety rules implemented at the workplace; and not engage in any unsafe or negligent act that may endanger self or others.	44 hrs / week • **Employment Type:** Full Time • **Location:** Various locations

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#21 Huawei

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Cloud Solutions Architect 💼	• At least 3-5 years' cloud solution architect or technical sales experience in developing ICT technologies, public/hybrid cloud solution design • Depth knowledge in IaaS, PaaS and SaaS, kubertnetes, DevOps, database, network security, open-source technology landscape. • Good experience on program language such as Java, Python, Go, Php, C++, SQL (At least 2 languages). • AI & Big data project experience is preferred. • CDN project experience is preferred. • DevOps + Kubernetes project experience is preferred. • Knowledge in IT trends with public Cloud with the pre-sales skills and experience in working with cloud providers • Business acumen, problem solving skills, project management skills and analytical skills. • Effective communication skills and team spirit with a can-do attitude. • Knowledge of identifying, developing, negotiating, and closing	• Dedicated on Huawei Public/Hybrid/Edge CLOUD + BIG DATA + AI solution, support enterprises to transform traditional IT to Cloud by leveraging public cloud IaaS / PaaS / SaaS, help them develop cloud business cases which covers e-Commence, Fintech, Internet, Education, HealthCare, Transportation, Banking and Public sector. • Operates as a cloud expert and solution architect in the areas of IaaS, PaaS, SaaS cloud Integration, VPC, Security and landing zone design and deployment. • Work with Huawei SaaS partners to propose joint industrial E2E solution, bring the partner's products and services into Huawei Cloud ecosystem to achieve win-win commercial goals together. • Perform Cloud / AI / Data workshop and speech, establish long term relationships with key customers and partners, build a trusted channel through expertise as a service. • Responsible for technical and key customer opportunity insights during the pre-sales phase of key customers. • Responsible for demand analysis, solution design, quotation, POC verification, and public/hybrid cloud solution design for industry To-B projects through Huawei Cloud products and solutions.	• **Working Hours:** 5 days/week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	large-scale IT and cloud technology deals.	• Responsible for the migration and online deployment of public cloud products and solutions; participate in and guarantee the delivery of major projects. • Keeping abreast of and gaining insight of the competitive analysis, competitive issues and products. • Collaborating with sales (BD), R&D, SRE and other teams to ensure continuous operation for the key customers.	
Commercial Contract Manager 💼	• Recognized Degree in law as in-house lawyer or with a reputable commercial law firm • Preferably with 3-5 years and above experience in providing advice, managing and performing commercial contracting assignments • Exposure in IT-related or telecommunication industry and litigious matters will be an advantage • Strong Legal/contract analytical skills with a good eye for details and sound knowledge of general corporate and contract law • Able to work in a dynamic and fast paced environment, and to meet critical deadlines during tender period • Able to work well both independently as a legal professional and custodian of the company's policies and	• Participate in projects tender and bidding, prepare commercial solution, replying RFQ/SOC based on key account baseline in bidding document. • Participate in contract negotiation according to plan, minimizing contract risk and ensure contract quality. • Experience in drafting commercial solution and contract terms. • Assist key account team and representative office to manage authorization, provide suggestions to support higher management decision making. • Commerce analysis by synthesis: Collecting and analyzing local commercial background, customer requirements, industry information and etc. • Resolves issues with contracts and commercial operations, ensure signed contracts are communicated to all relevant parties to provide contract visibility and awareness,	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	as well as working collaboratively as part of a team	interpretation to support implementation • Handle on-going contract issues and change management, recommend changes and best practices.	
Core Network Engineer 💼	• 4 + years' experience in telecom equipment vendor hands-on experience in both voice and data solution design, deployment, service migration and maintenance. • Experience in swapping other vendors' core network voice solution equipment is preferred. • Excellent knowledge of Core Network system including IMS, CS, NGN, PS/EPC. • Thorough knowledge of VoLTE service, VoBB service, CS/NGN service, 3/4G data service, interfaces, protocols, etc. • Very good knowledge of NFV/CloudOS/VNFM/IP. • Strong sense of integrity, responsibility and initiative. • Effectively bilingual • Self-organized, able to prioritize and execute multiple tasks efficiently.	• Mobile or fixed core network voice solution and data solution delivery, including service delivery solution preparation in pre-sale phase, HLD/LLD design, hardware installation, software commissioning, integration, acceptance testing, software upgrade, service migration and maintenance. • Act as the technical director in the project delivery team, manage a technical team of 3 ~ 6 engineers. Or act as the technical director in maintenance team, manage a technical team of 3~6 engineers. • Monitor and manage project progress, reporting to management team with progress and issues. Ensure completion of projects within timeline and scope of work. • Arrange the technical workshop with customers, including planning team, operation team. • Share knowledge with team and provide technical assistance to them. • Act as the mentor of new employees.	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066
Core Network Product Manager 💼	• Minimum Bachelor's Degree in Electronic & Electrical Engineering/ Telecommunication/ IT or equivalent qualification.	• Presale support including quote, network design, proposal, pre-sales testing support, etc.	• **Working Hours:** 5 days/ week, 9am – 6pm

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Good knowledge in the fields of Core Network including: 5G, IMS, VoLTE, RCS and UC. • Good understanding of customers' needs in order to design the desired solution. • At least 3 years of related product technical pre-sales working experience in ICT industry. • With tender/bidding project experience. • With proven ability to partner with service providers and develop new business models for service subscribers using new technologies. • With proven ability to manage customer accounts in cooperation with Sales management& proven record of sales target. • Detailed knowledge of carrier business models and service management strategies. • Excellent collaboration skills with different levels of people & dept (Product Management, Engineering, Marketing). • Creative and with good problem-solving skills. • A result-oriented person and willing to accept new challenges. • Ability to communicate bilingually in Mandarin and English.	• Responsible for organizing, replying, clarification the tender/bidding. • Establish and maintain good customer relationships; seek out, identify, develop and close business opportunities with key service provider accounts. • Collect and analyse all marketing information to complete market insight and ensure product competitiveness. • Manage all activities and coordinate between Huawei and our service provider accounts; produce and deliver formal business proposals and presentations to promote full range of Huawei Technologies solutions to defined customers. • Identify key customer requirements and coordinate with Product Management and Engineering to ensure that these requirements are implemented in the products. • Create co-operative business plans with service providers and their partners, help to define new business models and support product features. • Identify, quantify and recommend action plan to address new business opportunities according to overall strategy.	• **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Mandarin is essential to communicate with colleagues in the head office in China.		
Digital Power Solution Engineer 💼 ⭐	• Engineering degree, preferably from Electrical or Solar PV or ESS related major • Good electrical, as well as technical knowledge of power electronics (such as inverter, drive or PCS), especially for Solar PV and ESS system • Good communication skills of cross-functions and intercultural organization • Good organization, planning, analytical and presentation skills • Strong self-initiative and ability to independently, as well as in a team • Result driven and commitment to deliver quality • Preferred candidates who have solar & ESS project experience, have internship experience in EPC or inverter/ESS manufacturer company .	• To conduct sales presentations and product trainings to introduce and update solar PV & ESS products features to customers and distributors about Huawei smart PV & ESS solutions • To review initial designs and provide feedback on optimization for solar PV & ESS projects • To conduct design and configuration of PV & ESS systems based on client's requirements; to prepare calculations on costings, bill of materials, yield projections and revenue • To establish and build close customer relationships and to understand and track project pipelines • To support and resolve solar PV & ESS related technical issues faced by customers • Analyze the situation and development opportunities of the Solar PV & ESS eco-system and conduct market research in support pricing and product definition • Define customer needs and construct product requirements in accordance with your market research	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066
Enterprise Service Manager 💼	• Bachelor's degree either in computer science, business administration, engineering or a related discipline with an	• Have a comprehensive understanding of customer network and services, be proficient in service solutions for a specific scenario, have a deep understanding of project	• **Working Hours:** 5 days/ week, 9am – 6pm

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	information technology focus • Minimum 8 years of working experience in delivery and, with a preference for experience in leading or managing a storage team. • Preferably with IT post-sales experience in FSI and Government sectors. • Internal and external communication and influence: able to communicate with the corresponding level of customers, and influence decision-making. • Self-initiative to take responsibility of tasks and learn new products/technologies • The candidate shall be adaptable and flexible to tasks or job scope being assigned. • Internal training on product knowledge and on-the-job training will be provided. • Mandarin speaking is essential to communicate with colleagues in the head office in China.	delivery background and capabilities, and master customer success management methods. • Responsible to lead the project team to generate complex customized service solutions and take responsibility for the solution competitiveness and project results from project strategy development, bidding, and negotiation, develop and implement the fulfilment & delivery strategies, mitigate fulfilment risks, and ensure the project deliverability. • Responsible for customer fulfilment satisfaction and responsible for feasible project delivery and contract fulfilment, and help customer identified specific problems in planning, construction, maintenance, optimization, and operation. • Able to understand the delivery characteristics and requirements of multiple industries and summarize the delivery characteristics. • Can act a PD and fulfil mid-complexity projects delivery and be able to take charge of the planning and operation under complex or multinational scenarios of several types of industry O&M services. • Make and execute the Key-account customer service strategy. • Develop targeted customer service strategies based on local business situations and customer requirements to	• **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		ensure that the service strategies for Key-account customer can reach consensus within and around the team and build an ecosystem that matches industry service strategies. • Able to align with customers' strategies and organizations, and build high-performance service teams Integrate mainstream quality ecosystem resources (such as certified service provider / sub-contractor), including building service ecosystems for resources of Huawei's partners, and channels.	
Fixed Network Product Manager 💼	• Candidate must possess at least Master's Degree in Computer Science/ Information Technology, Engineering (Computer/ Telecommunication), Engineering (Electrical/ Electronic) or equivalent major. • Minimum 5 years of working experience in telecom industry with fix network solution (datacom/dwdm/pon or sdn controller etc.) and technology understanding. • Minimum 5 years of projects management experience in fix network domain. • Minimum 3 years of projects E2E solution design (HLD/OLD) experience on fixed network domain • Vendor or Operator experience is essential.	• Responsible for corresponding solution planning and design, technical proposal write up, business quotation & presentation, solution clarification, contract negotiation, etc. • Analyse the competitor information to develop market insight and execute competitive strategies • Work closely with account team for identifying business opportunities, conduct business development opportunities and follow through company strategy. • Responsible for at least mid-high level customer relationship management. • Conduct technical workshop for customers, analyse the existing problems and challenges of customers' existing networks, combined with industry development trends, to put forward future-	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• 5G knowledge and related project experiences is preferred. • Knowledge about Huawei fix network solutions and products is preferred. • Team player, self-motivated, result-oriented and highly independent. • Experience in pre-sales, bidding / service sale is preferred • Experience in marketing & sales will be an added advantage. • Good product/solution presentation and negotiation skills. • Ability to communicate bilingually in Mandarin and English is essential in order to liaise with Chinese speaking head office, stakeholders, counterparts and customers	oriented network design & solutions. • Work closely with customers, engineers and vendors to address and track end-to-end solution related issues. • Responsible for project tasks assigned and to handle the tasks well within the given schedules. • Provide coaching and mentoring for junior engineer(s), to ensure that the knowledge transfer is smooth and junior engineer(s) always perform up to company expectation.	
IP Solution Manager 💼 ⭐	• At least 3 years' of working experience in ICT and network field is required for this position. • Routing and switch background with CCIE certificate is preferred. • The working experience in famous network integrator in Singapore is preferred. • Experience and good knowledge in Datacom and network solutions, including router, switch, WIFI, firewall, etc.	• **Solution pre-sales:** Provide technical design and solution consultancy to customers. Draft Quotation/Build of Material/Technical Proposal based on tender requirements or customer requirements. • Able to present a technical presentation to customer/partner. • **Project management**: Lead and guide the project team to identify, develop and close business opportunities with account manager/channel manager/ service manager.	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Experience and good knowledge in vertical market such as government, financial, transportation, ISP, etc. • Familiar with technicalities of cloud technology: Openstack architecture, NFV and SDN Architecture, routing protocol, switching protocol.	• **Manage the customer Relationship with customer technical team**: Manage ongoing pre-sales process, develop relationships, respond to and anticipate customer needs with a focus on solutions. • **Partner development**: Work closely with partners and lead the Partners to develop enterprise market. • **Speaker and designer for network solution**: Provide presentation with customer's CTO and technical team to develop new opportunities.	
IT Solution Manager 💼	• Bachelor's degree in Information Technology/ Telecommunications/ Electronics/Electrical/ Engineering discipline or equivalent. • Minimum 3 years of working experience, related knowledge in IT Technical Pre-Sales role with knowledge of industry trends, associated solutions, and key partner/ISV solutions. • Working knowledge of Backup, Storage, Server and Disaster Recovery Best Practice and Methodologies. • Prior experience in managing tender requests. • Good consultative solution selling and business development skills to align the client's	• Work with Enterprise Account Managers to do customer insight of Mid and Large Enterprise markets in Singapore to identify, develop and close project opportunities. • Offer consultation and guidance to key accounts' infrastructure refresh. • Presales support including Enterprise IT Infrastructure and Network Architecture Design, Configuration of Bill-of-Materials and Pricing, Customization of Technical Proposal, and other Pre-sales duties. • Perform Individual and Seminar Presentations to prospects and customers on Huawei solutions to develop new project opportunities. • Conduct training sessions on Huawei solutions and products to end users and channel partners at least once per quarter.	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	business needs with solution. • Knowledge of the customer's infrastructure and architecture. • Balance strategic and tactical pursuits to optimize coverage and develop a predictable revenue stream. • Strong project management skills. • Ability to work effectively with partners to drive additional revenue.	• Responsible for presales aspects of tender management and response by organizing, reply and provide clarification on tender requests. • Promote full range of Huawei solutions, hardware and software to enterprise and government's customers, produce and deliver formal presentations and business proposals. • Identify key customer requirements and coordinate with Product & Solution team to ensure that the requirements are deliverable.	
Key Account Manager (Carrier Network) 💼 ⭐	• Candidate must possess at least Bachelor's Degree in any field. • Candidate from ICT background is strongly preferred related with carrier network • Proven results of delivering client solutions and meeting sales goals • 5-10 years of experience in sales or relevant experience, or similar client support role a plus. • Ability to multi-task and manage multiple priorities in a fast-paced environment. • Must be customer oriented, detail-oriented and capable of accurate work with minimal supervision • Strong negotiation skills, Self-motivated and self-directed.	• Responsible for assessing, clarifying, and validating the customers' needs on regular basis & maintaining high customer satisfaction ratings • Responsible for new sales opportunity development and sales project operation • Responsible for key customer engagement, customer relationship improvement and maintenance • Partner with solution team & delivery team to develop account strategy plan and business plan • Research on telco industry and perform market insight to ensure the competitiveness of proposed solution • Achieve annual business plan through efficient internal collaboration and proper customer approaching. • Planning and presenting reports on account progress, goals, and quarterly initiatives to share with team members,	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		stakeholders, and possible use in future case studies or company training • Handle related duties which are necessary for the proper management of key accounts and duties assigned	
Key Account Manager (Enterprise) 💼	• Candidate must possess at least Bachelor's Degree in any field. • Minimum 3-5 years of sales or account manager experience in ICT industry. • An expert in client / partner management with cross-disciplinary experience in business strategy and account management • Able to analyze sales performance metrics, have good negotiation skills and the ability to build and foster long-term relationships with customers. • Solid personal presence to act as an effective influencer and negotiator at the most senior levels of client management • Excellent understanding of IT strategy, the related issues facing CIOs and their decision processes. • Successful track record of achieving significant growth in revenues within a major client account. • Experience of strategic account planning with practical knowledge of	• Responsible for the specific industry business develop and sales in local market. • Prospect, identify, qualify, and target accounts fitting the industry before and after market account profile. • Conducts regular business reviews, leveraging internal analytics and market intelligence to gain customer insights, and understands positive and negative trends in data, to uncover new opportunities for growth, increase sales, and retain and grow the business by presenting strategic solutions to the customer. • Meet sales and activity performance goals, including weekly pipeline report by opportunity. • Prepare reports and communicate monthly summary of wins, losses, inhibitors and net-new opportunities • Responsible for customer relationship development and management. • Collaborate with various practices and functions to ensure local alignment with region / global strategies.	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	developing complex account plans and implementing them. • An effective communicator, able to provide excellent leadership and motivation for the team whilst working effectively as a team player with the sales and delivery teams.		
Marketing Executive 💼 ⭐	• Degree in Marketing/ Business • Strong written and verbal communications skills • Digitally savvy, creative with strong attention to details • Meticulous with positive work attitude • Work well independently and in teams • Able to use Adobe photoshop	• In charge of internal and external media broadcast (Social media / Internal website) • Creating EDM for events/campaigns • Contributing ideas to marketing campaigns that drive lead generation • Compiling and distributing workshops event • Organizing presentations and events • Assisting with promotional activities • Liaising with customers/external agencies • Helping to organize market research • Design and create monthly newsletter • Other ad-hoc duties assign	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066
Network/IP Engineer 💼 ⭐	• Tertiary qualification, B. SC in computer science/engineering/telecommunication with distinction. • CCIE and HCIE will be an added advantage. • Minimum 3 years of working experience for networking designing and maintenance. (Proficient in STP, VRRP,	• Responsible for Huawei enterprise networking products after-sales support and network solution reviewing. • Required to provide low level network solution/design to office/channel partner/key account customers. • Required to work as a team with either regional/HQ or Singapore team.	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	OSPF, BGP, MPLS, MPLS-TE, IPSEC VPN, L2VPN, L3VPN, Multicast, IPV6, QOS, VXLAN) • Preferably with after-sales experience in FSI industry. • Preferable with data center migration project experience • Skills required: networking such as switch, WIFI, router, firewall, SDN technology system integration. • Knowledge of IT servers/storage would be an added advantage. • Self-initiative to take the responsibility of task and learn new products/technologies • The candidate shall be adaptable and flexible to tasks or job scope being assigned.	• Required to work under minimum supervision to complete tasks assigned. • Required to provide high quality technical proposal. • Required to be able to present technical solutions professionally and have technical training for channel partner and customer.	Central 2 (S)486066
Partner Account Manager 💼	• Bachelor's degree or above, majored in Business administration/ Mechanical/Electrical engineering, etc. • Proficiently use office software such as Word, Excel, and PowerPoint. • Good communication, presentation and collaboration skills. • At least 2 years of experience with good network of Channel Partners/ Contractors/ SI/ Distributors.	• Developing new partners to increase channel breath, also to enhance the existing partner's business to boost channel depth. • Identify opportunities in the end users' space and coordinate with partners on the sales and project fulfilment. • Based on the corporate strategy, regional and industry business objectives, gain insight into business opportunities, develop and execute key customer development strategies. • Collaborate with all parties to plan, design, deliver, and	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Channel Sales and Account management experience • Dynamic individual who is passionate to join a fast-growing team with a track record of achieving result • Be able to understand customers' business, and strategic requirements, influence customers' plans and budgets, and design solutions based on customer requirements • **Partner and customer communication and guidance**: Be able to influence partner/ customer decision-making supporters/ decision makers, effectively transfer product and solution values, establish a good trust relationship with customers, and influence customer decision-making • Proficiency in both Mandarin and English is essential to effectively communicate with Chinese speaking head office, stakeholders, counterparts, and customers.	accept customers' and partners' data center solutions. • Through end-to-end project operation and customer relationship management, take responsibility for data center integration project operation, revenue target achievement, and customer satisfaction. • Build organizational relationships with partners and customers and continuously expand new customers and partners. • Managing weekly reporting of pipeline and forecast. • Planning and conducting sales workshops, product seminars and trade shows. • Preparing presentations, reports, and commercial quotations.	
PO Specialist 💼	• Preferably with 2-3 years' experience in finance or sales management. • Exposure in IT-related or telecommunication industry and litigious	• PO Registration (Sales Contract/Loan Contract) into company platform. • In charge of collecting all PO related data and review material	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	matters will be an advantage • Able to work in a dynamic and fast paced environment, and to meet critical deadlines during tender periods • Able to work well both independently as well as working collaboratively as part of a team	• Check all information of PO item to be matched with Customer PO, CBOQ, PROMs • To follow up CCFM to handle product lifecycle, re-check all data and submit to review and support follow to completed review • Support Pre-Sales Contract relevant works and processes • Customer Loan Test Contract and loan to sales contracts works. • Solution & Product Sales - Contract Management (OTC) • Resolves issues with contracts and commercial operations, ensure signed contracts registered in system and archived properly. • Handle on-going contract issues and change management, recommend changes and best practices.	• **Location:** 51 Changi Business Park Central 2 (S)486066
Project Manager 💼 ⭐	• Bachelor's Degree or above in Electrical/ Electronic/ Telecommunication Engineering of related fields. • Min. of three years of experience in Telco industry or enterprise industry. • Must be a responsible person, pro-active and customer-oriented. • Must be hands on person and with good leadership skills. • Must be able to communicate effectively in English; proficiency in Chinese will be an added advantage as this role	• Based on maintenance contract, considering the regional network assurance strategy to make network assurance delivery plans, identify risks in advance and organize resources to delivery in time. Guarantee network stability and is responsible for the project business results and customer satisfaction • Be responsible for the quality of Engineering to Maintenance handover, maintenance project initiation, team building, performance management of project members and establishment of maintenance plans, maintenance project resources, plan execution and delivery quality	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	may require dealing with Chinese speaking counterparts • Excellent team player with good initiative and ability to perform under pressure and work in fast paced environment. • Flexible in work time arrangement as this role may require performing night duty as per job request.	• As the owner for the network stability, responsible for the coordination of customer resources during accident recovery, and customer care after accident recovery • Cooperate with KAD to make sure the high-risk issues closed in time, Responsible for results of the closing • Approve the network change plan, manage the plan's cooperation, responsible for the result of network change • Identify major issues and customer complaints, start management escalation and push customers to implement the solution in time, responsible for satisfaction of high-level customer • Manage project team members (including short-term support staff) to comply with the red-line of network quality and network security, ensure the project delivery with safety and compliance • Assure the revenue in time, properly approve project labour hours, responsible for achieving the maintenance project's business target • Communicate with Key customers (operation and maintenance supervisor /CXO, etc.) routinely to present service value and improve maintenance service brand.	
Software Engineer 💼 ⭐	• Degree in Computer / Computer Science or Information Technology or equivalent • Experience / knowledge in IT Infrastructure (server, storage,	• Take charge of the telecom software delivery project or Operation & Maintenance delivery project of Huawei-developed software (such as Mobile Money / BSS / VAS /	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	virtualization) or software development • Familiar with Web Service, REST, Kafka, Hadoop, virtualization, Kubernetes, and cloud technologies • Certification in Linux, Database administration, Networking would be an advantage • Integrate and schematically depict communication architectures, topologies, hardware, software, transmission, and signaling links and protocols into complete network configurations. • Proactive, self-motivated and able to work under pressure and resourceful with strong problem-solving skills	AICC), IT infrastructure, and private cloud projects. • Work closely with customers, engineers and developers to address and track end-to-end project issues • Work in fast-paced environment with tight schedule and with dynamic project teams which include scoping and creating technical documents (SoW, operational guide, infrastructure documentation, etc.) • Quick learner of new IT technologies and product updates, able to present to customers on the company related product update. • Assist in the design, testing and evaluation of new products/solution, procedures and implementations in the area of network/system hardware and software. • Provide remote and on-site engineering technical and trouble-shooting support for the project.	Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066
Storage/IT Engineer 💼 ⭐	• Tertiary qualification, B. SC in computer science/ engineering/ telecommunication with distinction. • Redhat RHCE or Huawei HCIA/HCIP/HCIE or other IT certification will be an added advantage. • Minimum 2 years of working experience for IT production designing and delivery and maintenance. (Proficient in x86 server, SAN/NAS Storage, Virtualization	• Responsible for Huawei enterprise IT products post-sales support and IT solution reviewing. • Report to Singapore Enterprise IT service director. • Required to provide low level IT solution/design to local office/channel partner/key account customers. • Required to work as a team with either regional/HQ or local team. • Required to work under minimum supervision to complete tasks assigned.	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	(VMWare), windows series operation system, Linux/Unix system) • Preferably with IT post-sales experience in FSI and Government is better • **Skills required**: IT technology such as x86 server architecture, SAN/NAS storage architecture, data protect, DC disaster recovery, data migration. • Knowledge of OpenStack architecture, Oracle or DB database would be an added advantage. • Self-initiative to take responsibility of tasks and learn new products/technologies • The candidate shall be adaptable and flexible to tasks or job scope being assigned.	• Required to provide BOQ and high-quality technical proposal. • Required to be able to present technical solutions professionally and have technical training for local channel partners and customers.	
Wireless Product Manager 💼 ⭐	• Candidate must possess at least a Bachelor's Degree with major in Engineering (Computer / Telecommunications / Electrical / Electronic) or a related field. (Computer/Telecommunication), Engineering (Electrical/Electronic) or equivalent. • Fresh graduates are welcome to apply; internship, final-year projects, or coursework related to wireless, telecom, or 5G	• Responsible for corresponding solution planning and design, technical proposal write-up, business quotation & presentation, solution clarification, etc. • Work closely with customers, engineers and vendors to address and track end-to-end solution related issues • Provide consultation to upstream and downstream wireless presales and post sales and technical strategy planning. • Conduct technical workshops with customers, work closely	• **Working Hours:** 5 days/ week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 51 Changi Business Park Central 2 (S)486066

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	technologies is an advantage. • Basic understanding of wireless systems such as LTE and 5G (e.g. eNodeB, gNodeB, core network concepts). • Strong interest in wireless products, solution design, and telecom technologies. • Good communication and presentation skills, with willingness to learn solution sales and customer engagement. • Team player with a proactive attitude, good learning ability, and strong sense of responsibility. • Able to work in a fast-paced environment and manage multiple tasks with guidance. • Proficient in English; Mandarin proficiency is an advantage to liaise with Chinese-speaking head office, stakeholders, and customers.	with services team for project delivery. • Responsible for project tasks assigned and to handle the tasks well within the given schedules. • Provide coaching and mentoring for junior engineer(s), to ensure that the knowledge transfer is smooth and junior engineer(s) always perform up to company expectation.	

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#22 KFC & Pizza Hut

KFC: KFC Singapore is a leading quick-service restaurant chain known for its signature Original Recipe fried chicken, prepared with Colonel Sanders' secret blend of 11 herbs and spices. Since its establishment in Singapore, KFC has expanded across the island, offering a wide range of delicious meals, including burgers, rice bowls, and local-inspired creations. Committed to quality, innovation, and excellent customer service, KFC continues to be a favourite dining choice for Singaporeans.
Pizza Hut: Pizza Hut Singapore is a well-loved pizza chain offering a variety of delicious pan and hand-stretched pizzas, pasta, and sides. With a strong presence across the country, Pizza Hut serves dine-in, takeaway, and delivery options, bringing great-tasting meals to customers' doorsteps. Dedicated to innovation and quality, Pizza Hut continuously introduces new flavours and promotions, making it a go-to choice for pizza lovers in Singapore.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Customer Service Agent 💼	• Previous experience in customer service or call centre role, preferably in the food and beverage industry • Excellent communication and interpersonal skills, with the ability to engage with customers in a friendly and professional manner • Strong problem-solving and critical thinking skills to effectively handle customer inquiries and concerns • Proficiency in using computer systems and relevant software applications • Flexibility to work in a fast-paced environment and during peak hours, including weekends and public holidays	• Respond to customer inquiries and orders via phone, email, or chat, ensuring a positive and efficient experience • Troubleshoot customer issues and provide effective resolutions • Maintain accurate records and documentation of customer interactions • Upsell and cross-sell products and services to enhance customer experience • Collaborate with the team to identify areas for improvement and contribute to the success of the call centre	• **Working Hours:** 5 days/week, 9am – 6pm, 44 hrs/week • **Employment Type:** Full Time • **Location:** 61 Tai Seng Avenue (S)534167
F&B Supervisor/ Assistant Manager ⭐	• 1-2 years of supervisory experience in a food service or hospitality industry. • Strong supervisory. interpersonal, communication (written	• Be the right-hand wingman/woman to the Restaurant General Manager. • Supervise, motivate, and coach your team to be rockstars in customer service, cleanliness, and speed.	• **Working Hours:** 5 or 6 days/ week, Shift Work, 44 hrs/week

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	and spoken) and organizational skills • Possess basic computer skills to operate POS (cash registers) systems. • Must be willing to work various shifts including weekends and public holidays • Physically fit, which need to walk and stand for several hours • Must wear safety shoes as need to go into kitchen	• Handle shift management in organize manpower, making sure operations run smoothly (and on time!). • Keep the vibe positive while making sure health, safety, and food quality standards are met. • Assist in training and developing team members to be the best version of themselves (and maybe even future managers!). • Assist in maintaining restaurant budgets and controlling costs – but don't worry, you'll still get your bucket of fun! • Ensure the store runs smoothly. • Be ready to lift and carry items like flour and chicken, up to 20kg.	• **Employment Type:** Full Time • **Location:** Multiple locations
Project Executive / Senior Project Executive 💼	• Polytechnic Diploma with relevant contractor/technical experience • 2–3 years in project management, contractor-side (F&B/retail preferred) • Proficient in AutoCAD; project management tools a plus • Strong technical, problem-solving & stakeholder management skills • Independent, confident & hands-on	• Manage new store builds, remodels & reinstatements • Prepare budgets, track costs & ensure timely delivery • Supervise contractors/ vendors & verify quality of work • Work with landlords/authorities for licenses & clearances • Maintain layout drawings (AutoCAD) & documentation	• **Working Hours:** 5 days/week, 9am – 6pm, 44 hrs/week • **Employment Type:** Full Time • **Location:** 61 Tai Seng Avenue (S)534167
Real Estate Manager / Assistant Manager 💼	• Diploma/Degree in Real Estate, Business, or related field • 2–3 years' experience in leasing/tenancy	• Manage new leases, renewals, and compliance for our outlets • Conduct market research, site evaluations, and prepare reports	• **Working Hours:** 5 days/week, 9am – 6pm, 44 hrs/week

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	management (retail/F&B preferred) • Strong negotiation, communication & analytical skills • Organized, dependable, and collaborative team player	• Build strong relationships with landlords, agents, and authorities • Negotiate fair and commercially sound lease terms • Collaborate with Operations, Projects, Legal & Finance on new sites • Maintain lease records and provide market updates	• **Employment Type:** Full Time • **Location:** 61 Tai Seng Avenue (S)534167
Training Executive 💼	• Diploma in Training, Business, Hospitality, or related fields. • Experience in F&B operations or training is an advantage. • Strong communication and coaching skills. • Comfortable designing training content and working with digital learning tools. • Comfortable traveling and training in store. • Able to work independently and support multiple restaurant locations.	• Deliver onboarding and skills training for restaurant managers and crew. • Coach and support restaurant teams through field visits to reinforce operational standards. • Support training for new store openings, menu rollouts, and operational launches. • Design, update, and improve training materials (e.g., charts, workshops, e-learning, videos). • Use digital tools to create engaging and practical learning experiences. • Coordinate training schedules, logistics, and attendance tracking. • Maintain training records and ensure training completion for required operational certifications. • Visit restaurants to observe performance and provide on-the-job coaching. • Provide feedback to operations leaders on training gaps and opportunities for improvement.	• **Working Hours:** 5 days/week, 9am – 6pm, 44 hrs/week • **Employment Type:** Full Time • **Location:** 61 Tai Seng Avenue (S)534167

#23 KPP Packaging

A dynamic Print & Pack manufacturing company established since 1986, providing Lithographic printing and packaging solutions for a wide spectrum of industries namely IT, Electronics, Pharma, food and advertising and media. Sublimation printing for soft signages and textiles. With added facility of dye-sublimation printing for soft signages and textiles.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
A/MLI Developer / Machine Learning Engineer 💼 ⭐	**Technical Skills** • Programming Languages: Python (advanced), C++, CUDA • ML Frameworks: PyTorch, TensorFlow, Hugging Face Transformers • Model Serving: TensorRT, ONNX, OpenVINO, Triton Inference Server • Cloud/Container: Docker, Kubernetes, cloud platforms (AWS, GCP, Azure) • Infrastructure: Linux administration, GPU programming, distributed systems • APIs & Integration: REST APIs, gRPC, microservices architecture **LLM-Specific Knowledge** • Experience with LLM architectures (Transformer, BERT, GPT variants) • Knowledge of attention mechanisms, positional encoding, and tokenization • Familiarity with fine-tuning techniques (LoRA, QLoRA, adapters)	**Model Deployment & Infrastructure** • Deploy and configure LLMs on local infrastructure (on-premise servers, edge devices, private clouds) • Optimize model inference performance for resource-constrained environments • Implement containerization solutions (Docker, Kubernetes) for model serving • Design and maintain scalable ML inference pipelines • Monitor model performance, latency, and resource utilization **Model Training & Fine-tuning** • Fine-tune pre-trained LLMs for domain-specific use cases • Implement custom training pipelines for local model adaptation • Manage distributed training across multiple GPUs/nodes • Develop data preprocessing and augmentation strategies • Implement reinforcement learning from human feedback (RLHF) techniques **Model Optimization & Compression** • Apply model quantization, pruning, and distillation techniques	• **Working Hours:** 5.5 days/ week, 8.30am - 5.30pm, 8.30am - 12.30pm/ 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 1 Fifth Lok Yang Road (S)629753

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Understanding of inference optimization (KV cache, batching, pipeline parallelism) • Experience with model compression techniques (quantization, pruning, distillation) **Education & Experience** • Master's degree in Computer Science, AI/ML, or related field (PhD preferred) • 3+ years of experience in ML/AI development • 2+ years of specific experience with LLMs • Proven track record of deploying ML models in production environments **Preferred Qualifications** • Experience with open-source LLM frameworks (vLLM, Text Generation Inference) • Knowledge of federated learning and privacy-preserving ML • Experience with vector databases (Pinecone, Weaviate, Chroma) • Background in natural language processing and computational linguistics • Publications in top-tier ML conferences (NeurIPS, ICML, ICLR) • Experience with MLOps tools (MLflow, Kubeflow, Weights & Biases)	• Implement knowledge distillation for model size reduction • Optimize models for specific hardware architectures (CPU, GPU, mobile) • Develop efficient attention mechanisms and caching strategies **Integration & Development** • Build APIs and microservices for model serving (REST, gRPC) • Integrate LLMs with existing applications and workflows • Develop prompt engineering strategies and templates • Implement retrieval-augmented generation (RAG) systems • Create monitoring and logging systems for production deployments **Security & Compliance** • Implement data privacy and security measures for local deployments • Ensure compliance with data protection regulations • Develop secure authentication and authorization mechanisms • Implement audit trails and model governance frameworks	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Additional Skills • Strong problem-solving abilities and analytical thinking • Excellent communication skills for technical documentation • Experience with agile development methodologies • Understanding of software engineering best practices • Knowledge of version control (Git) and CI/CD pipelines		
Junior AI Developer 💼 ⭐	• Bachelor's degree in Computer Science, Data Science, Engineering, Mathematics, or a related technical field. • Solid understanding of core machine learning concepts (supervised/ unsupervised learning, model evaluation, etc.). • Proficiency in Python programming. • Understanding of NLP, Computer Vision, or LLM fine-tuning. • Strong analytical and problem-solving skills. • Ability to communicate technical concepts clearly.	• Assist in the design, development, and training of local LLM and deep learning models. • Preprocess and clean large datasets to make them suitable for training. • Write clean, efficient, and well-documented code in Python (e.g., using libraries like TensorFlow, Tesseract/Paddle OCR, scikit-learn). • Help integrate trained models into production applications and services (e.g., using APIs, Docker, cloud services). • Participate in model validation, performance testing, and fine-tuning. • Monitor the performance of deployed models and assist in troubleshooting issues. • Collaborate with data engineers, software developers, and product managers.	• **Working Hours:** 5.5 days/ week, 8.30am - 5.30pm, 8.30am - 12.30pm/ 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 1 Fifth Lok Yang Road (S)629753

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Stay updated with the latest trends and technologies in AI/ML.	
Junior Data Analyst 💼 ⭐	• Bachelor's degree in Data Analytics, Statistics, Mathematics, Economics, Business, or a related quantitative field. • Proficiency in SQL for data querying and manipulation, understand vector SQL structure. • Strong skills in data visualization and presentation (e.g., Tableau, Power BI, or Excel advanced charts). • Experience with data analysis in Python (pandas, NumPy) or R. • Advanced proficiency in Microsoft Excel/Google Sheets (pivot tables, lookups, functions). • Excellent analytical, problem-solving, and critical thinking skills. • Keen attention to detail and a commitment to data accuracy. • Strong written and verbal communication skills to translate data into business insights.	• Extract, clean, and validate data from various sources (SQL databases, CRM, spreadsheets, APIs, AI Extraction etc.) to ensure accuracy and consistency. • Perform descriptive and diagnostic analyses to explain business trends, anomalies, and outcomes. • Create and maintain interactive dashboards, reports, and visualizations using tools like Tableau, Power BI, or Looker. • Write and optimize SQL queries to retrieve and manipulate data. • Present findings and insights to team members in a clear and understandable manner. • Document analysis processes and data definitions for local LLM training.	• **Working Hours:** 5.5 days/ week, 8.30am - 5.30pm, 8.30am - 12.30pm/ 9am - 6pm, 9am - 1pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 1 Fifth Lok Yang Road (S)629753

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#24 Longbridge Securities

Longbridge Securities is a new-generation internet brokerage established in March 2019 and is headquartered in Singapore. It was founded by a team of experienced financial managers from Singapore and technology experts from leading global tech companies. The company has secured strategic investments exceeding USD 150 million from prominent financial groups and investment institutions.

Long Bridge Securities Pte. Ltd., a subsidiary of Longbridge Group, is a licensed entity regulated by the Monetary Authority of Singapore (MAS) (License No: CMS101211), holding a Capital Markets Services license and also possessing a financial advisory exemption qualification.

Longbridge is dedicated to driving financial technology innovation, aiming to provide every investor with better investment tools for Hong Kong and U.S. stocks. Long Bridge strives to offer intelligent decision-making assistance for every investment, enabling individuals to benefit from lower thresholds and costs, thereby enhancing the overall global investment experience. Additionally, Longbridge is committed to bringing innovative technology and concepts to the fintech industry in Hong Kong.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Backend Software Engineer 💼	• 2+ years' experience in Golang programming or similar languages. • Familiar with fundamental computer science concepts, including data structures, algorithms, and design patterns. • Ability to write clean code and clear documentations. • Strong team collaboration and communication skills, with a high sense of responsibility. • Good understanding of microservices and distributed systems.	• Design and develop features related to securities trading platform. • Ensure the stability of microservices and resolve product issues on a daily basis. • Collaborate with product designers, QA engineers and other developers in a Scrum team to iterate on products.	• **Employment Type:** Full Time • **Location:** NA
Business Development & Partnerships Manager 💼	• Minimum 2 years of experience in user growth, traffic, or channel operations. • Candidates familiar with finance, economics, or	• Responsible for achieving user growth targets for securities and content businesses in the Singapore market. • Develop comprehensive user growth and operational	• **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	stock-related content are preferred. • Strong data operation capabilities, adept at identifying growth opportunities from data and formulating actionable strategies. • Business acumen, macro-level planning skills, and project coordination abilities. • Proficiency in both English and Chinese. • Ability to thrive in a fast-paced, multicultural environment. • Overseas work experience is a plus. • Strong sense of responsibility, self-motivation, resilience, and quick learning ability.	strategies and efficiently drive project execution. • Familiar with and understand user growth methodologies, proficient in applying strategies including but not limited to: channel expansion, cross-industry partnerships, campaign marketing, and user referral programs. • Collaborate with global operational and content community teams to formulate user growth strategies for the Singapore platform. • Participate in identifying, incubating, and supporting PGC/UGC users, as well as nurturing community KOLs/KOCs to drive user growth. • Leverage data analysis to integrate business objectives, user insights, and operational development. • Organize and coordinate resources to execute related projects.	
Community Operations 💼	• Bachelor's degree or above, with 1-3 years of relevant experience in the Internet, securities, finance and media-related fields. • Proficient in spoken English and Chinese, with familiarity in Singaporean or European and American local cultures. • Excellent content writing skills and the ability to plan community activities independently.	• Responsible for the daily operations of Longbridge Community (Singapore). Including curating trending topics, reviewing User-Generated Content (UGC), organizing topics and articles, and managing other community content. • Ensure content quality and engagement. • Build and lead a team to recruit KOLs and develop the growth model for private-domain KOL users. • Establish compliance procedures for content and	• **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Excellent execution skills and a strong sense of self-motivation. • Experience in data analysis with strong logical and analytical thinking. • Interest in securities investment and trading; candidates with securities or finance experience are highly preferred.	activities to mitigate compliance risks. • Identify user needs and plan engaging activities to drive community engagement and enhance the securities community's growth.	
Night Shift Dealer 💼	• 3–4 years of experience in the brokerage industry. • Strong preference for candidates who have completed CMFAS modules 1A, 5, 6, 6A, or who hold a degree in Economics, Finance, or a related discipline. • Strong product and market knowledge in equities, ETFs, and options; proficient in both fundamental and technical analysis. • Familiarity with U.S., Hong Kong and Singapore capital markets, and understanding of margin trading, options handling, and corporate actions. • Comfortable with reaching out to clients through various means (calls, social media, webinars, or seminar presentation etc.) • Able and willing to work on weekdays evening, weekends, night shifts	• Execute full-spectrum dealing functions during night trading hours, including trade execution, order management, force-selling, and handling client enquiries across the U.S. market, ensuring timely and accurate processing. • Provide after-hours dealing to clients via phone and live chat, while maintaining a high standard of service and responsiveness. • Monitor U.S. and global market movements, macroeconomic indicators, and breaking news to deliver real-time insights to clients during the night session. • Collaborate closely with internal stakeholders (Product, Risk, Compliance) to identify and resolve client or system issues, and to support after-hours trading initiatives or platform enhancements. • Enforce risk controls during night trading, including margin monitoring, position limits, and execution validations, to safeguard both client and firm interests.	• **Employment Type:** Full Time • **Location:** NA

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	and/or public holidays when required. • Proactive, outgoing, and client-focused, with excellent interpersonal and communication skills. • Ability to work effectively under pressure in a fast-paced and dynamic trading environment. • Detail-oriented with strong organizational skills and a high level of client service commitment. • Proficient in Microsoft Office applications, trading systems, and CRM platforms.	• Maintain accurate and comprehensive records of client interactions and trade activities in compliance with regulatory standards and internal policies. • Contribute to investor education by preparing market commentaries or insights relevant to the U.S. and global markets. • Participate in ad-hoc tasks or projects assigned by management, including process improvements, system testing, and reporting activities.	

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#25 Marina Bay Sands

Since its opening on 27 April 2010, Marina Bay Sands has stood as an architectural marvel and the crown jewel in Singapore's skyline. Home to the world's most spectacular rooftop infinity pool and an iconic luxury hotel, the integrated resort offers exceptional dining, shopping, meeting and entertainment choices and a cutting-edge museum, complete with a year-round calendar of signature events.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Butler ⭐	• Customer Service	• Butler Services offer personalized service with commitment to create unforgettable memories for our Guest at Marina Bay Sands.	• **Working Hours:** 5 days/ week, Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956
Cage Cashier ⭐	• Education & Certification • Secondary education preferred **Experience** • No experience required as training will be provided • Willing to work various shifts, including mornings, afternoons, and overnight, as well as on public holidays	• Able to perform Front Window, Team Member Bank and/or Fill Bank functions, duties and responsibilities include, but are not limited to; • Being responsible for an impress inventory of cash float • Perform various financial transactions, in support of the Casino Table Games Operations, Slot Operations and the casino Guests playing in these areas, including: 1. Cash-in/ Cash-Out gaming chips 2. Perform foreign currency exchange	• **Working Hours:** 5.5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		3. Redeem Slot Machine payout tickets/TITO/ vouchers for cash/cash equivalent 4. Perform patron account transactions (safe keeping/front money deposits & refunds) 5. Check cashing, check/ marker redemptions and consolidations 6. Perform credit card and EFTPOS cash advances 7. Perform Rolling Chip Exchanges 8. Other cashier tasks as required	
Chef de Partie	• Minimum 5 years of experience in a full-fletch kitchen with at least 2 years in similar capacity **Competencies** • Possess food hygiene and safety certification • Able to work on rotating shifts, weekends & public holidays • Possess a well-groomed, professional appearance • Demonstrates a full understanding of their role and carries it out in line with their job description • Works effectively with the rest of the team • Is able to prioritize tasks and demonstrate effective time management and coordinating, controlling and managing different resources • Communicates clearly, professionally and	• As a Chef de Partie, you are required to work closely with the Sous Chef and Head Chef in order to assist with the preparation, cooking and presentation of produce. • You are responsible for running a section with the assistance of Commis Chef • The management of a section with the assistance of Commis Chefs • The preparation and cooking of food to the restaurant specific standards • Development and supervision of the Commis Chef on section • Awareness and implementation of waste controls • Section stock control and rotation • Completion of the cleaning schedule for the kitchen • Understand the functional administration of the restaurant, i.e., docket procedures, stations, table numbers, food labelling etc.	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	concisely whilst actively listening to others and giving consideration to their needs and opinions • Tries to take the bigger picture into consideration and is confident as to when and where to seek guidance and clarity from senior members of the team.	• Detailed Knowledge of the full menu • Team working • Compliance with legal requirements under the H&S Act 1974 and food hygiene • Adherence to all policies, procedures, standards, specifications, guidelines and training programs • Reporting of maintenance issues to the relevant parties • All restaurant and menu standards adhered to at all times • Food produced to highest standards and to restaurant specifications • Wastage kept to an absolute minimum • Stock items used in the correct order • Ability to give a detailed description of all dishes • All health and safety requirements met, and documentation including cleaning schedules and temperature records completed • Full support given to Sous and Head Chef and colleagues • Smooth and efficiently run section, tasks completed in a timely manner • Regular and consistent training, coaching and support given to Commis chefs	
Commis (III, II, I)	• 1-3 years of experience as a culinary arts, pastry or bakery profession. **Competencies** • Able to identify different kinds and	**Personnel Management** • Follow orders and advice instructed by Chef de Partie and Sous Chefs to perform job tasks following directions. • Adapt yourself to business needs and be willing to work	• **Working Hours:** 5 days/ week Shift Work - Depending on

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	categories of raw materials. • Can differentiate the various types of cuisines. • Basic cooking and sanitary knowledge • Monitoring of basic cooking preparation techniques and utilization of knives. • Have a well-groomed, professional appearance. • Willing and able to work shift work.	any day of the week and any shift. • Remain focus and complete one task before switching to the next one. • Follow work list assigned by Chef de Partie, completed within acceptable time frame. • Attend and participate in company trainings, embracing learning opportunities with a positive attitude and adhere to company philosophy. • Work calmly and efficiently while promoting good working relations in the culinary/pastry/bakery department. • Able to demonstrate a positive attitude and take pride in one's work. This must be reflected in the product produced for our guests to consume. • Be aware of and adhere to company policies and statutory requirements with regards to health and safety, sanitation, and fire procedures. • Report to culinary management any maintenance defects using the correct and proper procedures. • Maintain high standards of grooming for oneself and subordinates ensuring good customer relations are maintained at all times, in particular when working in the public areas of the hotel. • Ensure that you report to work on time as per culinary department schedules. Report any sickness or absence from	Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		work using the correct procedures. **Kitchen / Food** • Monitor the production of food items to ensure they are in compliance with the prescribed recipes and specifications. Adhere to all the standards of food presentation, production, and portioning controls. • Ensure quality of food items according to the standards in place. It includes ensuring all food items are in perfect sanitary condition, applying First in First out! kitchen best practice. • Ensure all food products are stored properly in their appropriate fridges and storage containers throughout a shift. • Maintain a high standard of cleanliness and sanitation in and around all culinary work areas and ensure that all colleagues clean their stations after every service. • Ensure safe and proper use of equipment at all times and instruct this to all culinary colleagues.	
Customer Relations Executive ⭐	• Customer Service • Mandarin speaking to serve our China guests	**Job Summary** • Responsible for assisting casino guests during their visit to Marina Bay Sands (MBS). **Job Responsibilities** • Provide excellent and delightful service to casino guests and assist them with their needs and requests. • Assist guests with their trip arrangements and ensure	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		prompt and close follow-up (e.g. hotel arrangements, transportation arrangements, dining arrangements, etc.). • Conduct guided MBS Casino familiarization tours for guests. • Introduce programs (with the relevant terms and conditions) to potential Paiza players. • Proactively identify potential gaming patrons and work with Market Development Sales Team on host management. • Provide personalized service and establish close rapport with assigned patrons. • Engage guests through telemarketing calls and invite them for repeat visits and/or events and promotions. • Collaborate with stakeholders (such as Sales, Transportation, Hotel Operations, Cage, Table Games, etc.) on guests' feedback and with objective to enhance the service standards for guests. • Assist with execution of Special Events and Promotions. • Ensure compliance with the organization's guidelines and regulations when carrying out work duties. • Perform all other ad hoc duties as and when required.	• **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956
Dealer (FT/PT) ⭐	• Secondary education preferred **Experience** • No experience required as training will be provided	• Deal games and provide excellent and friendly service to every guest, to help instill the perception in the minds of all guests and the public, that Sands is an establishment which exudes the highest	• **Working Hours:** 5.5 days/ week Shift Work - Depending on

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Willing to work various shifts, including mornings, afternoons, and overnight, as well as on public holidays	standards of gaming entertainment in the world	Operations Needs • **Employment Type:** Full Time/ Part Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956
Doorperson/ Bellhop ⭐	• Minimum secondary education **Experience** • Minimum 1 year experience in the same capacity • Previous experience with luxury resorts and hotels is an advantage	• Arrive to work in the correct mental, emotional and physical state to execute the responsibilities of the role • Prepare their workstation, equipment and required work materials to ensure the full scope of the job can be executed • Up to date and in-depth knowledge of all property wide information • Up to date of internal promotions and be familiar with the local community and events in town • Ensure accurate information, and appropriate recommendations can be made to guests based on their profiles and or preferences to enhance their stay in MBS and Singapore • In depth knowledge of all room and suite types, including room features, and inclusions to enable the bellman to provide an anticipatory and thoughtful room orientation to our guests • Remain in continuous communication internally to ensure the overall operations	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		of the Guest Services Team run smoothly and in control of the Guest Service Command Center and Management in static locations • Attend to guests upon their arrival and departure, or whenever in guest facing areas of the property, providing proactive and attentive service • Adapt to changes and ensure adherence to organisational operating procedures and service standards • Handles luggage for both arriving and departing guests and groups. This includes proper handling, tagging and delivering of luggage • Rotated to perform duties at the curb and work closely with Bell Captain and Supervisor at the driveway to ensure guest's arrival and departure experience is seamless • Is trained to handle luggage handling equipment like bell-cart and birdcage trolley • Carry Mobile Duty Phones and operate Mobile FCS system for job receiving and dispatching • Deliver incoming items to the guestrooms at the request of guests, or management • Maintain the luggage storage room • Handles baggage-related requests such as long-term/short-term storage, luggage repair • Sort and deliver daily newspapers to all VIP rooms, suites and scheduled rooms	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Perform Service and Operational Excellence • Able to apply service standards consistently in all interactions with internal and external guests • In depth understanding of guests' service journey across departments to ensure relevant information is provided to guests • In depth understanding of internal process flows to ensure relevant information and follow up is done with relevant departments • Take ownership of guest's request. In the event, if the request is not directly related to guest services area of capacity, the request is communicated to the right department in a timely manner • Apply Operational Risks • Be aware of OSHA (Occupational Safety and Health Act), practices and reinforces safety guidelines • Report and document special incidents that command management's attention; incidents may include vandalism, fight, fire, abuse, accidents, etc. • Monitor activities in both front and back of the house; report any suspicious characters, items and/or activities to the Security Department • Respond appropriately to any emergency situations • Participate Employee Engagement	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Participate in departmental and property initiatives • Demonstrate enjoyment and enthusiasm for work through effective relationships with other Team Members/ Department by embracing OneMBS culture • Feedback and input are communicated in an open and transparent manner with management • Involve in Documentation, Financial and Report Management • Observe the usage of supplies to ensure that it's within budget and minimize wastage • Contribute ideas in support of the company vision, mission, value and guiding principles • Actively involved in sustainability programs to drive organizational green initiatives • Perform any other duties and responsibilities as and when assigned by Management	
F&B Bartender ⭐	• Customer Service, Communication, Bartending	• Maintain complete knowledge of all menu items available in the bar • Communicate closely with Captains and Service Attendants to ensure quality service is achieved • Assist other bartenders and service attendants whenever possible • Maintain storage areas with proper supplies, organization, and cleanliness. • Rectify any cleanliness/organization deficiencies as requested by superiors	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
F&B Captain	• Customer Service, Communication	• Handle politely and channel all telephone messages received and handle reservations. • Handle and solve any concerns and questions from customers. • Supervise servers to ensure excellent customer service is provided every time. • Support Assistant Manager and Department in achieving all goals and Key Performance Objectives.	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956
F&B Cashier ⭐	• Customer Service, Communication	• Responsible for handling food and beverage orders and serving guests. • Provide friendly, excellent service to all guests. • Assist fellow Team Members to perform preparation and setting up in the restaurants for food service and ensure all available amenities and utensils are properly stocked and inspected prior to service. • Handling all restaurant telephone and email reservation enquiries. up-selling, well-versed in all aspects of the menu. • All other administrative duties in the restaurant.	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956
F&B Cocktail Server ⭐	• Customer Service, Communication	• Provide bottle service and participate in bottle rituals • Attend line-ups with other staff and review all information pertinent to the day's business. • Meet with Head Bartenders or Manager to review daily specials and out of stock items. Ensure that other	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		members of the staff are aware of such changes. • Communicate closely with Head Bartenders and bartenders to ensure quality service is achieved	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956
F&B Host/Hostess ⭐	• Customer Service, Communication	• Be responsible for taking reservations, answering the phone, responding to any guest requests. • Seat the guests in the restaurant according to designated rotation plans. • Seat Guests evenly and fairly at various stations of the restaurant. • Personalize each guest experience by using the guests' names where known. • Acknowledge each special occasion where known. Pass on the relevant guest information to the Captains and Server Attendants. • Maintain the Guests' profile and history, taken note of all special occasions and dates for example birthdays, wedding anniversaries, etc.	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956
F&B Service Attendant ⭐	• Customer Service, Communication	• Responsible for handling food and beverage orders and serving guests. • Provide friendly, excellent service to all guests. • Assist fellow Team Members to perform preparation and setting up in the restaurants for food service and ensure all available amenities and utensils are properly stocked and inspected prior to service. • Handling all restaurant telephone and email	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		reservation enquiries. up-selling, well-versed in all aspects of the menu.	• **Location:** 10 Bayfront Avenue (S)018956
Guest Engagement Officer ⭐	**Education & Certification** • High School Graduate **Experience** • No experience required as training will be provided.	**Customer Relations** • Actively manage entry/exit points into Casino including all entry/exit points to High Limit Gaming Areas. • Ensure compliance with regulations related to restricted access points into Casino including HLGA. • Perform all necessary checks at assigned post in the Casino including entry/exit checks, HLGA eligibility, Premium Player status verification etc., as assigned. • Monitor and manage crowd levels within the work environment. • Proactively greet guests, visitors, and others within the casino environment. • Exhibit a professional attitude and readiness to assist guests, upholding Marina Bay Sands standards of customer service through proficiency in property knowledge, professional presentation and building of customer relationships. • Handle ad-hoc customer requests and complaints in a timely manner, resolving when possible and escalating when necessary. • Work flexibly to contribute to a supportive team environment **Communication** • Maintain a positive rapport and professional interaction	• **Working Hours:** 5.5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		with all Casino Operations Team Members and those from other Departments. • Facilitate communications between Casino Operations and other departments regarding supporting functions and maintaining the casino environment. • Stay informed on the latest casino games, integrated resort amenities, promotions, and entertainment events. • Meet all attendance, punctuality and safety guidelines required of the position and adhere to regulatory, Departmental and Company policies. • Actively promote services and events, and participate in necessary tournaments, events, and promotions. • Keep all information on guest activity and Casino operations confidential. • Contribute to a positive, empowering work environment by consistently performing assigned day-to-day responsibilities. • Meet the demands of a fast-paced environment by using good judgment and the ability to multitask. • Any other duties as required.	
Guest Service Agent Front Office ⭐	• Customer Service	• Accomplish Day to Day Operations • Prepare workstation at the start of shift and ensure all equipment and required work materials are in order. • Handle room registration of arriving guests in accordance to the Service Quality Review	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location

		standards to achieve optimal customer satisfaction.
		• Up to date of internal promotions and be familiar with the local community and famous events in town. Appropriate recommendations can be made to guests to enhance their stay in MBS and Singapore.
		• Perform lobby ambassador duties including but not limited to the following:
		  • Attend to guests upon arrival and directing guests to the designated check in / out locations
		  • Engaging and interacting with guests during the wait to enhance the guests' arrival experience
		• Adapt to changes and ensure adherence to organisational operating procedures and service standards.
		• Handle the arrival and departure process of Gaming VIPs including those arriving and departing via private jet and airport limousine transfers.
		• Handle the arrival and departure process of Non-Gaming VIPs and limousine arrival guests including room assignments and meet and greet service.
		• Handle group arrivals by communicating with organizer/tour leader, managing room assignments, preparing room keys, welcoming group upon arrival and liaising with Express Service for wake-up call
			• **Employment Type:** Full Time
			• **Job Type:** Permanent
			• **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		requests and In Room Dining for takeaway breakfast requests. • Handle guests' requests and redirect the request to the appropriate department(s) if request is not within scope and capacity of Front Office ensuring guests' requests are followed through. • Handle guest requests made through incoming calls and perform follow-up with the Command Centre. • Handle guests' challenges and feedback and escalate to higher management if necessary • Handle room checkout including regular checkout, express checkout and video checkout. • Support Guest Service Agents with assignment of clean rooms during check-in process. • Handle cashiering activities including deposits, paid-outs and foreign currency exchange • Handle hotel expenses settlement of Gaming VIPs. • Perform night audit function including date roll procedures and reconciliation of Front Office and Concierge TMs' cashiering transactions • Perform back-of-house roles including credit card settlement for express checkouts, guest billing enquiries, FCS requests, guest amenities arrangement, check in/out of back-to-back reservations and in-house	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		guest high balance credit check. • Liaise with Finance and Casino teams for all past dated guest account adjustments and credit card transactional disputes. • Manage out of order and out of service room inventory through communication with Facilities and Housekeeping Departments. • Handle future and on-day room assignment and inventory control • Be conversant with manual operations process during downtime of property management system. • Promote the different categories of guest rooms and MBS operated F&B outlets and offerings and provide assistance to make bookings if required. • Maintain close liaison with all other departments to have a good understanding of the operational flow to ensure seamless guest experiences.	
Guest Service Agent, Mall Concierge ⭐	**Education & Certification** • No formal education required **Experience** • No experience required as training will be provided.	• Deliver wonderful shopping experience to shoppers and guests of Marina Bay Sands • Attend to shoppers' enquiries and feedback for customer experience improvement. • Perform Mall Marketing redemptions and any other duties assigned. • Attend to Luxury Shoppers (VIP Service training will be provided) • Enjoy fun and be a proud ambassador of The Shoppes at Marina Bay Sands	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
			Avenue (S)018956
Guest Service Agent, Public Areas Department ⭐	**Education & Certification** • No formal education required **Experience** • No experience required as training will be provided	• Perform vacuuming, carpet cleaning, cleaning sanitary area. • Ensure all glass doors are cleaned and maintained, and responsible for cleaning lobby fountain, phone dividers. • Maintain, at all times, a neat and clean professional appearance. • Ensure work area is clean when finished.	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956
Hotel Concierge ⭐	• Customer Service	• Accomplish Day to Day Operations • Up to date of internal promotions and be familiar with the local community and famous events in town. • Appropriate recommendations can be made to guests to enhance their stay in MBS and Singapore • Resolve issues pertaining to guests' negative feedback and manage the complaint efficiently to maximize guest satisfaction and communicate with Manager and Service Management for any necessary follow-up • Responds to guest comments, requests and complaints in a timely and professional manner. Take personal responsibility to resolve issues where necessary • Be conversant with all areas of the Concierge and Guest	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Services department including supporting tagging at the Guest Services area during peak time • Be able to perform check-in and checkout processes utilizing established systems and procedures including appropriately allocating rooms to guests, confirming and executing account payment in accordance with the established credit procedures. This includes ensuring that floats balance at the completion of each shift • Register guest in the Property Management System (OPERA). Record and update all pertinent data into guest folio as needed • Handles guest's inquiries pertaining to tourist information and local community • Processes Concierge and Ticketing related requests • Competent to operate FCS system, Property Management System and ALICE Concierge to assist and process with guest requests • Be conversant with manual operations process during shutdown of property management system • Adapt to changes, implement and monitor concierge service to ensure adherence to organisational operating procedures and service standards • Work closely with relevant departments such as Front Office Groups, Guest Relations, Paiza Services,	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Housekeeping, Facilities and In-Room Dining to prepare and execute accordingly for Suite/VIP Guests	
Limo Driver	• Possess a valid driving license, at least Class 3 • Familiar with Singapore roads, Hotel locations, places of interest, entertainment and F&B outlets and residential areas • Familiar with all Airport and Ferry terminals in Singapore **Skills / Abilities / Presence** • Fluent in written and spoken English • Basic technological skills (E.g. Operating iPad, Grid Phone & GPS) • Excellent communication and interpersonal skills **Physical Requirements / Work Environment** • Be able to load and unload luggage • Ability to work under pressure and independently. • Adaptable to rotating shifts including Night Shift	• Perform the duties as a limousine driver according to the Limousine Standard Operating Procedures • Provide excellent service consistent with the property's core service standards and brand attributes. • Be punctual for all driving assignments 15 minutes before the commencement of the job. • Perform meet and greet with an iPad signage for departures and arrivals if required • Coordinate with our outsourced vendor to receive guests upon arrival and to handover guests upon departure • Ensure all guest amenities in the vehicle are replenished. (E.g. Mineral water, wet towels, newspaper, etc.) • Ensuring all special requests from internal and external guests is met. (E.g. desired vehicle air-conditioning temperature, music, etc.) • Ensure that the vehicle's interior and exterior are clean, immaculate and odor free at all times. • Required to drive vehicles such as but not limited to luxury vehicles and luggage vans • Assists with guests' luggage for both arrival and departing guests when required at the designated storage room. This	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		includes proper handling, tagging and delivering of luggage within the prescribed time standards • Assists with Valet driving duties when necessary	
Limousine Dispatcher (Coordinator)	• Customer Service	• Perform the duties as a limousine dispatcher according to the Limousine Standard Operating Procedures (SOPs) • Oversees and assign jobs to drivers based on queue list through Limousine Dispatch System (LDS) • Ensuring all guests' special requests are met, booking details are correct before dispatching out to drivers. • Rationale the vehicles for any ad-hoc requests and assign vehicle accordingly • Monitor all drivers' movements during their shifts • Able to forecast current day's vehicle requirements and activate or stand down outsource disposal fleet based on operational demands. • Adhere to company policies, compliance guidelines and procedures • Perform the duties as a limousine coordinator according to the Limousine SOPs • Generate and update daily reports • Coordinate limousine booking requests, inquiries; handle emails and phone calls • Perform posting of limousine charges to guest's entitlements or various	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs (including overnight shift) • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		payment modes using Point of Sale (POS) machine • Ensure that all completed jobs are correctly charged and posted, and their check numbers are updated in our Limousine Booking System • Collate and update external vendors daily on bookings for any services that we may require from them, such as coach services or airport meet & greet services • Perform administrative duties as requested such as filing of reports • Adhere to company policies, compliance guidelines and procedures • Perform any ad-hoc duties and responsibilities assigned by the Management	
Minibar Guest Service Agent ⭐	• No experience required	• Curating a non-traditional minibar, a uniquely authentic MBS experience for our guests. • As a Minibar Guest Service Agent, you are responsible for the handling and receiving of all inventories. • You will also be responsible for ensuring that all minibar carts are fully stocked for daily operations and work cohesively to support operations with ad-hoc service requests. • Responsible for the handling and receiving of all inventories from loading dock to main store • Responsible for ensuring that all minibar trolleys are fully stocked prior to operations	• **Working Hours:** 5.5 days/ week Shift Works including overnight • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Responsible for the recording of expiry dates for all inventories received • Collating of all expired items from the towers • Responsible for the ad-hoc service request from operational team / Minibar controller.	
Paiza Executive Host	• Customer Service • Mandarin speaking to serve our China guests	• Responsible for assisting Paiza guests during their visit to Marina Bay Sands (MBS). **Job Responsibilities** • Provide excellent and delightful service to all Paiza guests and assist them with their needs and requests. • Meet and Greet guests at the checkpoints and assist with arrival and departure arrangements – i.e., Hotel Room, Luggage, Transportation, etc. • Manage the Paiza Membership counters and assist with Paiza Membership enrollment. • Assist guests with Paiza Programs opening and settlement. • Prepare and ensure proper set-up of private gaming salons for Paiza guests. • Assist with Special Events and Promotions. • Conduct MBS Casino tours for Paiza guests. • Work closely with stakeholders (such as Sales, Transportation, Front Office, Cage, Table Games, etc.) on guests' requests and feedback, and ensure that excellent guest satisfaction is achieved.	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Ensure compliance with the organization's guidelines and regulations when carrying out work duties. • Perform all other ad hoc duties as and when required.	
Security Officer (No experience, PRD provided) ⭐	• Prior Customer Service Experience • No PRD license required, will be sponsored by department if shortlisted	• Present a professional image and deal with incidents in a discreet and confident manner. • Ensure optimum guest service through the delivery of excellent customer service. • Respond to first aid incidents and apply effective first aid skills for customers and team members. • Perform security functions at assigned posts and areas within the property. • Observe and monitor people and property to maintain security and safety. • Escort or carry valuables as assigned or directed. Valuables may include the transportation of chips and cash as well as documentation. • Respond to all emergencies and alarms as directed by Security Operations Control Room and Security Management. • Monitor and manage crowd levels within the work environment. • Effectively participate in the management of potential safety hazards including fire alarms, emergency situations, bomb threats and building evacuation. • Maintain and apply skills to deal with the management of	• **Working Hours:** 4-5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		intoxicated people within the work environment. • Handle lost property in accordance to procedures. • Participate in training programs. • Maintain professional skills by staying abreast of current developments and participating in developmental programs available within and outside the company. • Perform other tasks within the IR, including CAT C Special Employee License tasks, as directed by the Vice President, Security Service Department.	
Security Officer/Senior Security Officer (With experience) ⭐	• Prior Customer Service Experience • PRD License with 4 compulsory modules cleared	• Present a professional image and deal with incidents in a discreet and confident manner. • Ensure optimum guest service through the delivery of excellent customer service. • Respond to first aid incidents and apply effective first aid skills for customers and team members. • Perform security functions at assigned posts and areas within the property. • Observe and monitor people and property to maintain security and safety. • Escort or carry valuables as assigned or directed. Valuables may include the transportation of chips and cash as well as documentation. • Respond to all emergencies and alarms as directed by Security Operations Control	• **Working Hours:** 4-5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Room and Security Management. • Monitor and manage crowd levels within the work environment. • Effectively participate in the management of potential safety hazards including fire alarms, emergency situations, bomb threats and building evacuation. • Maintain and apply skills to deal with the management of intoxicated people within the work environment. • Handle lost property in accordance to procedures. • Participate in training programs. • Maintain professional skills by staying abreast of current developments and participating in developmental programs available within and outside the company. • Perform other tasks within the IR, including CAT C Special Employee License tasks, as directed by the Vice President, Security Service Department.	
Slot Ambassador ⭐	**Education & Certification** • High School Graduate **Experience** • No experience required as training will be provided.	• To attend to player's needs. • Ensure that all Slot areas are kept clean and well-stocked with supplies. • Verify and authorize slot machine transactions, including payouts and fills. • Ensure that every slot machine is in optimum operational condition. • Handle customer complaints personally wherever possible, redirect to relevant authority where necessary.	• **Working Hours:** 5.5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location

		• Maintain effective communication and information flow throughout the Slot Dept, with other Ambassadors, Supervisors and Shift Managers.
		• Protect all assets of the Company and the Slot Department at all times.
		• Recognize, acknowledge and nurture new premium slot players.
		• Comply with and administer Slot Department attendance guidelines and regulatory, Departmental and Company policies.
		• Work in the slot dispatch office as assigned. This assignment includes, but is not limited to:
		  • Utilizing slot dispatch software
		  • Dispatching slot machine events
		  • Making and receiving interdepartmental phone calls as necessary to assist in floor operations
		  • Handling paperwork and operational supplies as assigned.
		• To station at the Patron Verification Systems (“PVS”) kiosk as assigned. This assignment includes:
		  • To perform entry checks at PVS
		  • To perform premium status verification checks (i.e. Premium Player vs. non-Premium Player) at PVS.
			• **Location:** 10 Bayfront Avenue (S)018956

Surveillance Officer 💼 ⭐	• No experience required	Maintain an effective relationship with Guests.	• **Working Hours:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Maintain a professional image in all dealings with customers, in person, by telephone/radio, electronically, etc. • Meet the customers' requirements and expectations through the prompt and accurate relaying of information. Work as part of a Team • Work within a close working environment, in which Team Members may come from diverse cultural backgrounds. Analyze information from information technology systems • Evaluate and analyze information from multiple sources. • Respond to situations identified through surveillance and computer analysis systems. Operate Central Monitoring/Communication Console • Observe and analyze non-gaming, gaming and cash handling areas using advanced surveillance and information technology systems in accordance with standard operating procedures. Survey Team Members / Customers Activity from the Monitor Room • Monitor Team Members in accordance with the company policies, internal controls,	5 – 6 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		SOP's and associated regulations. • Monitor illegal or suspicious activity of Team Members and customers and escalating as necessary.	
Technician/ Senior Technician	• Minimum 3 years of solid hands-on practical working in any Integrated Resorts, Hotels, Conference and Exhibition Center and/or shopping mall providing Customers Service, Operations supports, and maintenance of plant and systems.	• Conduct on-site checks and repairs • Ensure quality works are carried out on time schedule • Perform ad-hoc tasks as required, including assisting other facilities department team members • Job may include moving stock inventory check • To perform all duties in accordance with MBS policies and within the realm of the MBS Company vision, mission and values • Enforce all safety programs and training with regards to WSH • Provides input into the research, development, evaluation and implementation of new products, services, technology and processes to ensure MBS competitive position and in anticipation of changing customer needs within the dynamic hospitality and gaming environment	• **Working Hours:** 5 days/ week Shift Work including overnight • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956
Visitor Experience Agent ⭐	• Minimum 1 year of experience in the hospitality and tourism industry or have customer service experience will be an advantage.	• Provide excellent Visitor Experience and ensure the smooth running of the daily operations at MBS Attractions (Museum, SkyPark, Sampan Rides and Digital Light Canvas). • Engage visitors in a positive and professional manner while proactively promoting the various Attractions.	• **Working Hours:** 5 days/ week Shift Work - Depending on Operations Needs • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Proactively working in (but not exclusive to) the main admissions and all public areas of the various Attractions as deployed. • Assist visitors with enquiries and where applicable directing them to the appropriate source of information. • Provide guidance to all casual staff in visitor engagement and operations. • Adhere to all Standard Operating Procedures (SOP) and Service Quality Review Standards (SQR) of the Attractions. • To be equipped with good product knowledge of all offerings available to visitors. • When deployed at the museum, ensure that artifacts are safeguarded. • To maintain a high standard of cleanliness at all workstations, whilst complying with all health and safety standards. • Project a professional presence, both verbally and in appearance, always. • Perform shift duties responsibly and is accountable to the Assistant Manager/Manager for the smooth running of the day-to-day shift operations and any other duties assigned. • Handle attractions bookings, tickets sales and events.	• **Job Type:** Permanent • **Location:** 10 Bayfront Avenue (S)018956

#26 NTT Data

NTT DATA - a part of NTT Group - is a trusted global innovator of IT and business services headquartered in Tokyo. We help clients transform through consulting, industry solutions, business process services, IT modernization and managed services. NTT DATA enables clients, as well as society, to move confidently into the digital future. We are committed to our clients' long-term success and combine global reach with local client attention to serve them in over 70 countries.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
AI Solutions Delivery Lead 💼	• 12+ years in IT services/consulting with at least 3–5 years in AI/ML solution delivery leadership. • Proven experience managing delivery teams of 10–20+ engineers. • Hands-on understanding of AI/ML tech stack, including: • GenAI & LLMs (LangChain, RAG, orchestration frameworks, vector databases). • MLOps/LLMOps/AgentOps practices (CI/CD pipelines, model monitoring, retraining). • Cloud AI services (AWS, Azure, GCP). • Strong track record of running day-to-day operations, governance, and delivery management. • Excellent problem-solving, communication, and team management skills. **Preferred Skills**	**Team & Capability Development** • Lead, mentor, and grow a team of 15–20 AI engineers and specialists across multiple AI disciplines. • Define and implement capability development plans (skills roadmap, certifications, training) to keep the team aligned with emerging AI technologies. • Foster a culture of engineering excellence, collaboration, and continuous improvement. **AI Solution Delivery** • Oversee end-to-end implementation of AI solutions (design, build, test, deploy, and support). • Ensure solutions are scalable, reliable, and compliant with enterprise standards. • Manage day-to-day project execution, ensuring delivery timelines, SLAs, and quality metrics are consistently met. • Provide hands-on technical guidance where needed (architecture reviews, debugging issues, solution optimization). **AI Operations (AIOps, LLMOps, AgentOps)**	• **Working Hours:** 5 days / week, 9am-6pm • **Employment Type:** Full Time • **Location:** 8 Kallang Avenue. (S)339509

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Experience in productionizing AI solutions at scale. • Exposure to agentic AI use cases (AI agents for automation, workflows, etc.). • Certifications in cloud AI/ML platforms. • Practical experience with AI governance frameworks	• Establish and run AI operations frameworks for monitoring, retraining, fine-tuning, and maintaining AI systems in production. • Implement operational dashboards and reporting mechanisms to track model performance, uptime, and drift. • Ensure adherence to AI governance, data privacy, and ethical AI standards. • Drive incident management and continuous improvements for production AI systems. **Operational Leadership** • Manage resource allocation, workload distribution, and day-to-day operations of the AI delivery team. • Standardize delivery processes and playbooks to ensure repeatability and consistency. • Collaborate with solution architects, cloud teams, and data engineering teams to ensure smooth integration of AI solutions. • Act as the escalation point for technical and operational issues within delivery.	
Application Presales Architect (Data & AI) 💼	**Knowledge and Attributes:** • At least 10 years of experience in consulting and/or IT services; • Having led data-driven projects with direct connection to business outcomes: data platform with modern technologies (Azure, AWS, Google,	• **Pre-sales support**: Work closely with sales and delivery team to define, demonstrate, build solution and estimate for a potential opportunity. • Providing vision on industry trends and client challenges to develop compelling value propositions for prioritized industries	• **Working Hours:** 5 days / week, 9am-6pm • **Employment Type:** Full Time • **Location:** 8 Kallang

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Snowflake, Databricks); data government projects (Informatica, Collibra, Azure Pureview); AI projects (Custom ML/AI models, Gen AI, Agentic AI); • Experienced in strategic selling of Data and AI solutions in Singapore. • Being talented to blend Business perspective and Technological solutions; • Relevant CxO relationships, preferably in Singapore, both towards business and IT stakeholders; **Knowledgeable of Data & AI market dynamics;** • Fluent in English with excellent communication/oration skills. **Academic Qualifications and Certifications:** • Bachelor's degree or equivalent in information technology/systems or Equivalent. • Hands on experience in any of Data and AI platforms. • Prior Pre-sales experience with systems integration (SI) organization is preferred. **Required experience:** • Advanced track record as a developer and	• Developing Go-To-Market approaches for the Singapore/APAC Cluster across geographies and industries, aligned with NTT DATA Group's Data & AI portfolio and offerings • Supporting the Sales League in identifying both target customers and relevant Data & AI solutions to enhance sales performance • Engaging in client discussions, identifying new opportunities, and driving them with Sales Teams • Augmenting Sales Teams for effective pre-sales activities (e.g., customer engagement pitches, solutioning, proposals) • Leveraging the most appropriate global capabilities (e.g., Centers of Excellence, Global Delivery Centers, and local practices), assets, delivery models, and methodologies to deliver optimal sales and delivery solutions • Differentiating NTT DATA's Data & AI customer proposals through innovation, leveraging Group capabilities (e.g., AI Labs, Innovation Centres, Robotics Lab, Research Centres) • Bridging market demand with skill supply plans, contributing to the development of short- and long-term recruitment and reskilling strategies to support growth • Compiling and implementing development plans for	Avenue. (S)339509

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	architect of new systems/solutions. • Advanced client engagement and development consulting experience. • Advanced experience managing expectations when balancing alternatives against business and financial constraints. • Advanced experience in a variety of architectures for specific domain or specialization. • Advanced designer and development know-how. • Advanced experience presenting technical solutions to non-technical audiences. • Advanced experience working in an agile development environment.	Migration/upgrade of Data and AI platform. • Ability to guide the development team on the design, testing, and modification stages.	
Application Presales Architect (Government & Public Sector) 💼	**Knowledge and Attributes:** • Advanced product knowledge integrated with deep technology understanding. • At least 10 years of experience in consulting and/or IT services; • Having led application services projects with direct connection to business outcomes • Experienced in strategic selling to Singapore Govt and Public Sector customers • Being talented to blend Business perspective	**Key Responsibilities:** • **Pre-sales support**: Work closely with sales and delivery team to define, demonstrate, build solution and estimate for a potential opportunity. • Providing vision on industry trends and client challenges to develop compelling value propositions for prioritized industries • Developing Go-To-Market approaches for the Singapore across industries, aligned with NTT DATA Group's application services portfolio and offerings	• **Working Hours:** 5 days / week, 9am-6pm • **Employment Type:** Full Time • **Location:** 8 Kallang Avenue. (S)339509

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	and Technological solutions; • Relevant CxO relationships, preferably in Singapore, both towards business and IT stakeholders; • Knowledgeable of Singapore Govt and Public Sector market dynamics; • Fluent in English with excellent communication/oration skills. **Academic Qualifications and Certifications:** • Bachelor's degree or equivalent in information technology/systems or Equivalent. • Hands on experience in any of application services topics (Application development, Application maintenance, Content Managment, CRM/ERP etc.) • Prior Pre-sales experience with systems integrators (SI) organization is mandatory. **Required experience:** • Advanced track record as a developer and architect of new systems/solutions. • Advanced client engagement and	• Supporting the Sales League in identifying both target customers and relevant application specific solutions to enhance sales performance • Engaging in client discussions, identifying new opportunities, and driving them with Sales Teams • Augmenting Sales Teams for effective pre-sales activities (e.g., customer engagement pitches, solutioning, proposals) • Leveraging the most appropriate global capabilities (e.g., Centers of Excellence, Global Delivery Centers, and local practices), assets, delivery models, and methodologies to deliver optimal sales and delivery solutions • Differentiating NTT DATA's application services proposals through innovation, leveraging Group capabilities (e.g., CX, AI Labs, Innovation Center, Robotics Lab, Research Centres) • Bridging market demand with skill supply plans, contributing to the development of short- and long-term recruitment and reskilling strategies to support growth • Compiling and implementing development plans for Migration/upgrade of platform. • Leads the scope of work determination, product pricing and RFP/RFI responses and assist with the decision to pursue or abort a deal.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	development consulting experience. • Advanced experience managing expectations when balancing alternatives against business and financial constraints. • Advanced experience in a variety of architectures for specific domain or specialization. • Advanced designer and development know-how. • Advanced experience presenting technical solutions to non-technical audiences. • Advanced experience working in an agile development environment.	• Manages client proof of concept (POC) initiatives, which require appropriation of appropriate resources, and setup and delivery of the POC. • Provides coaching and mentorship to junior Technical Architects	
Cross Technology Managed Services Engineer (L3) - IT network security 💼	• At least 5 years of experience providing network operational and administration supporting Cisco products (Routers / Switches/WLAN) • Diploma or Degree in Engineering, IT or its related field. • Minimum Cisco CCNP certification • In-depth knowledge of network routing and switching technologies and protocols • Knowledge of network security, load balancing and optimization technologies • Experience working with Cisco network, Bluecoat	• Provide Level 2/3 IT network security operations support • Respond to incident calls and ensure the SLA to our clients is met • Perform changes to the network in-line with the organization's Change Management processes • Ensure compliance to policies, processes and standards, both internal and clients' organization • Prepare network analysis reports, including findings with analysis • Participate in regular operations review meetings, including operational issues, tickets review etc	• **Working Hours:** 5 days / week, 9am-6pm • **Employment Type:** Full Time • **Location:** 8 Kallang Avenue. (S)339509

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Proxy, F5 Load Balancer, Palo Alto/Checkpoint/Fortinet firewall and Splunk is preferred. • Ability to work in a multi-cultural team • Good communication skills both written and verbal. • Ability to prioritise work & multitask • Analytical and possess good troubleshooting skills. • Willing to work in extended hours and perform standby duty after office hour • Experience in network automation via scripting (e.g. Python, Ruby) or tools (e.g. Ansible, Algosec, Chef) • Network & Security - CyberArk, Solarwinds , Splunk , RSA , Tenable , Trend Micro , Generic , F5	• Participate in projects/activities to support improvement initiatives • Conduct proper handover from the project team to operations after commissioning of projects. • Conduct internal training and/or knowledge transfer to team. • Update operations documentation (technical, CMDB, etc).	
Manager, DevOps 💼	• Bachelor's degree or equivalent in Information Technology or related field. • Relevant DevOps certification preferred. • Agile related certification preferred. • Understanding and certification of cloud platforms and services (for example, AWS, Azure, GCP). • Knowledge and certification of scripting and programming	• Manages operations for the DevOps Team and coordinates the efforts of product design and development with the more business-oriented operations and production to achieve successful new product launches. • Works closely with a variety of internal stakeholders to ensure the execution of the DevOps strategy. • Designs, develops and implements operational capabilities by overseeing the design, development, and	• **Working Hours:** 5 days / week, 9am-6pm • **Employment Type:** Full Time • **Location:** 8 Kallang Avenue. (S)339509

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	languages (for example, Bash, Python, Ruby).	implementation of processes, capabilities, tools and processes. • Oversee the product/portfolio lifecycle and ensures the development and operation of an agile software development process all the way through to production. • Ensures the collaborative development and continuous integration and the early discovery and exposure of integration risks, reduced costs and shortened testing cycles. • Tests and deploys processes to ensure the creation of processes that are iterative, frequent, repeatable and reliable. • Manages the development of a delivery pipeline that allows for continuous automated deployment and testing ensuring the release of new enhancements and bug fixes, enabling the practice of continuous delivery. • Monitors and validates operational quality and ensures early monitoring of the functional and non-functional characteristics by enabling automated testing. • Manages the outcomes of the tickets opened to ensure the uptime and quality of the production system is always maintained. • Provides metrics which allows the organisation to be more agile and responsive and to take appropriate action to improve and enhance the customer experience.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Manages individuals and groups. Allocates responsibilities and/or packages of work, including supervisory responsibilities. • Selects, adopts and adapts appropriate software design methods, tools and techniques, selecting appropriately from predictive (plan-driven) approaches or adaptive (iterative/agile) approaches. • Coordinates and manages planning of the system and/or acceptance tests, including software security testing, within a development or integration project or program. • Drafts and maintains procedures and documentation for support and manages enhancements. • Ensures that all requests for support are dealt with according to set standards and procedures. **Knowledge and Attributes:** • Advanced technical leadership and oversight of implementation and deployment planning, system integration, ongoing data validation processes, quality assurance, delivery, operations, and sustainability of technical solutions. • Advanced expert technical understanding of the intersection of development and operations (DevOps), monitoring and management tools, and deployment processes and tools.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Advanced ability in people management, risk management, change management, and project management. • Excellent judgment, analytical thinking, and problem-solving skills. • Advanced experience working with quality management approaches, techniques, and principles. • Advanced understanding of software development lifecycle best practices. • Advanced technical understanding of development and platform engineering. • Customer centricity and strong collaboration capabilities with excellent planning skills. • Advanced stakeholder and relationship management. • Excellent communication skills coupled with exceptional leadership skills. • Demonstrate an excellent and practical understanding of accepted DevOps principles	
Senior Information Systems Engineer (L3) 💼	Job Requirements • **Citizenship**: Singapore Citizens only (Mandatory for CAT2A / G50 security vetting). • **Experience**: Minimum 5 years of hands-on experience in System Engineering and Day 2 Infrastructure Support. Technical Stack: • **OS**: Expert-level administration of Red Hat Enterprise Linux	Key Responsibilities • **Hands-on Day 2 Support**: Actively participate in the daily troubleshooting and resolution of infrastructure issues. You will be hands-on in diagnosing and fixing performance bottlenecks in Windows and Red Hat environments. • **System & Application Administration**: Maintain and troubleshoot the server-side health of specialized applications, including	• **Working Hours:** 5 days / week, 9am-6pm • **Employment Type:** Full Time • **Location:** 50 Ubi Crescent. (S)408568

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	(RHEL) and Windows Server. • **Virtualization**: Practical experience with VMware and Hyper-V. • **Applications**: Familiarity with supporting Veeam, Securonix, or Teramind server components. • **Hardware**: Hands-on experience with HPE Alletra or ProLiant servers is highly preferred. • **Networking:** General foundational knowledge of TCP/IP, DNS, and VLAN concepts. • **Communication**: Exceptional command of professional English for client-facing correspondence and technical reporting. • **Attitude**: A dedicated, ""hands-on"" approach with a strong sense of ownership over client requests and system stability. **Preferred Qualifications:** • Relevant certifications: Microsoft (AZ-800/801), RHCSA, VCP, or VMCE. • Prior experience in supporting high-security Singapore Public Sector projects.	Teramind (UAM), Veeam (Backup), and Securonix (SIEM). • **Virtualization Management**: Manage and maintain VMware and Hyper-V environments, including provisioning, resource optimization, and troubleshooting of virtual infrastructure. • **Monthly Patching & Compliance**: Execute monthly OS patching and vulnerability scans. You will ensure all systems strictly adhere to security requirements and system hardening standards. • **Backup & Data Recovery**: Oversee enterprise backup solutions (Veeam). Ensure backup success, perform regular recovery testing, and manage data integrity. • **Change & Request Management**: Dedicatedly manage and execute client Service Requests and Change Requests (CR). This involves preparing technical impact assessments and performing implementation during scheduled maintenance windows. • **Foundational Connectivity Support**: Provide basic support for system-to-network connectivity. While not a network specialist role, a foundational understanding of how systems interface with switches, firewalls, and load balancers is a plus for end-to-end troubleshooting. • **Dedicated Client Communication**: Manage	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		professional email correspondence with government stakeholders. You must provide clear, accurate, and timely updates on the status of their requests and technical issues.	
Senior Network Engineer (Enterprise/ DC Delivery) 💼	**Education:** • Degree in Computer Engineering, Computer Science, Information Technology or related field • CCIE, CCNP, CCNA F5, or other relevant **Requirements:** • At least 5 – 10 years' professional technical experience related to software development, systems design and deployment, or networking and infrastructure within a large scale (preferably multi- national) technology services environment • Experience in designing and building complex LAN and large WAN • Expertise in routing/switching technology, including BGP, OSPF, etc. • Expertise in designing and building complex data center network with Software Defined Networking (SDN) solutions such as Cisco Catalyst Center, Cisco ACI, EVPN or any OpenFlow protocol.	Responsibilities: • Deliver technical solutions to clients and take responsibility for the standards of work, project sign off and client satisfaction. • Provide client support, assisting with troubleshooting and design, configuration and escalated problem management. • Act as key project team members charged with the analysis of client and technical requirements, specifications development, solution design and development, and in some environments may consult on testing and deployment processes. • Expected to be technology leads for specific technologies and to use their deep knowledge of these technologies to propose enhancements.	• **Working Hours:** 5 days / week, 9am-6pm • **Employment Type:** Full Time • **Location:** 8 Kallang Avenue. (S)339509

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Experience in designing and building complex WAN with Software Defined WAN solutions such as Viptela, SilverPeak and Riverbed. • Experience in designing and building complex campus network with Software Defined Access (SDA) solutions from Cisco or any other SDA vendors. • Experience in network automation via scripting (e.g. Python, Ruby) or tools (e.g. Ansible, Algosec, Chef) • Experience in designing and building network security (Checkpoint, Palo Alto, Fortigate, Cisco firewall, IDS/IPS, VPN, SSL, Cisco ISE). • Experience in designing and building complex LAN and large WAN in F5 Context, LTM and GTM • Experience in project management methodologies		
Service Delivery Governance Specialist 💼	• **Required**: Bachelor's degree or equivalent in Business Management, Internal Auditing, Compliance, or a related field. **Desirable Certifications:** • ITIL Foundation/ Intermediate/Expert and/or Six Sigma (Green Belt or higher).	• We are seeking a highly experienced and detail-oriented Service Delivery Governance Specialist to join our IT Operations team, reporting directly to the Programme Governance Office (PGO). • This critical role is responsible for creating, implementing, and maintaining Service Management standards, conducting thorough reviews	• **Working Hours:** 5 days / week, 9am-6pm • **Employment Type:** • Full Time • **Location**: 8 Kallang Avenue. (S)339509

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Required Experience • Seasoned relevant experience in service delivery governance, service management, internal auditing, or a closely related role. • Demonstrable, strong understanding of IT service management principles and practices, including experience creating and maintaining service management standards. • Proven experience in delivering training or enablement sessions related to IT service management or ITIL. • Practical experience leveraging Microsoft 365 tools (especially SharePoint and Power Automate) to enhance, streamline, and govern operational or audit processes.	and audits of IT Operations, and proactively identifying gaps and opportunities for continuous improvement. • The specialist will be instrumental in establishing robust governance, risk mitigation, and performance analysis frameworks, with a strong emphasis on leveraging productivity and automation tools to enhance the efficiency and effectiveness of our audit and governance processes, while also driving ITIL adoption across delivery teams. Key Responsibilities **Service Management Standards & Enablement:** • Develops, implements, and rigorously maintains Service Management Standards and best practices (leveraging ITIL) across the IT Operations landscape. • Conducts service management / ITIL enablement and training sessions for delivery teams to ensure effective adoption and consistent adherence to established standards and processes. • Manages and controls documentation, audit trails, and evidence within collaboration platforms like SharePoint, ensuring robust version control and accessibility for governance. **PGO & Governance Oversight:**	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Acts as a key member of the Programme Governance Office (PGO), ensuring alignment of service management practices with overall program objectives and strategy. • Develops and implements a robust governance framework to monitor and manage service delivery operations. • Designs and implements automated workflows using tools like Power Automate to streamline governance processes, such as standard approvals, compliance checks, and audit notification routing. • Supports the governance of execution for automation projects. **Audit & Continuous Improvement:** • Conducts comprehensive service delivery audits, identifies areas of non-compliance and inefficiency against established standards, and assists in the implementation and tracking of audit recommendations. • Drives continuous improvement initiatives based on audit findings and performance analysis, specifically seeking opportunities for process automation to improve audit efficiency and frequency. • Participates in service reviews, contributing critical insights and recommendations for process enhancements and optimization.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Performance & Risk Management: • Regularly tracks, analyzes, and reports on Key Performance Indicators (KPIs) and utilization across cross-functional teams. • Proactively identifies potential risks and vulnerabilities in service delivery processes, ensuring compliance with regulatory requirements and internal policies. • Performs any other task as required to support service management objectives	
Service Delivery Specialist 💼	**Requirements:** • Proven experience in Service Delivery Management or similar client-facing roles. • Strong knowledge of ITSM frameworks and service management best practices. • Ability to manage complex contracts and drive governance processes. • Excellent communication and stakeholder management skills. • Strong problem-solving skills and ability to handle escalations at any time. • Familiarity with proactive support services and service activation processes is a plus.	**Key Responsibilities:** • Manage overall contract delivery for assigned client accounts or groups of accounts. • Act as the primary point of contact for service-related matters, ensuring strong client relationships. • Own and execute the service governance framework, including regular review meetings and reporting. • Support service activation for Uptime Support Services and coordinate with Global Delivery Centers (GDC) to ensure successful implementation. • Monitor service performance, identify trends, and recommend improvements to regional and global stakeholders. • Handle client escalations promptly and effectively, ensuring resolution and client satisfaction.	• **Working Hours:** 5 days / week, 9am-6pm • **Employment Type:** • Full Time • **Location**: 8 Kallang Avenue. (S)339509

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Maintain compliance with IT Service Management (ITSM) processes and standards.	
Technical Account Specialist 💼	• Cisco CCNP certification. • 3–5 years' experience in the Systems Integrator (SI) industry. • Strong knowledge of networking, infrastructure, and IT operations. • Experience with incident, problem, and change management. • Excellent communication, analytical, and client-facing skills.	**Key Responsibilities:** • Understands the client's operations, monitor and track their support needs and service requests, troubleshoot issues and identify opportunities to improve availability. • Provides the highest level of technical knowledge, support, and services to the client. • Takes accountability for the overall technical responsibility for a proposed services solution and work closely with the service operations team in service delivery. • Identifies new opportunities based on technical understanding of the client's needs. • Shares insights of the client's environment with the Client Manager, Client Success Manager and/ or Service Architect and contribute to upselling. • Improves mean-time-to-repair, aid future downtime avoidance, and get support to help extract the maximum value out of the client's covered assets. • Improves overall service performance through reduction in incident volume and incident resolution time. • Leads and ensures root cause analysis of the problem is performed and documented in the problem ticket.	• **Working Hours:** 5 days / week, 9am-6pm • **Employment Type:** • Full Time • **Location**: 8 Kallang Avenue. (S)339509

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Analyzes the impact of technical changes made to the client's environment. • Schedules and chairs the monthly technical review with the client. • Works on problems of diverse scope where analysis of information requires evaluation of identifiable factors. • Resolves and assesses a wide range of issues in creative ways and suggests variations in approach. • Performs any other related task as required.	

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#27 NCS

NCS's mission is to bring people together and harness technology to advance communities. As a leading technology services firm, operating across Asia Pacific in over 20 cities, our diverse 12,000-strong workforce delivers large-scale, mission-critical projects for governments and enterprises locally and regionally. Our NEXT capabilities of digital, cloud, platforms as well as our core offerings in Applications, Infrastructure, Engineering, and Cyber Security provide end-to-end technology solutions and services to our clients.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Communications Engineer (Nucleus Graduate Programme) 💼 ⭐	• Degree in Electrical & Electronics Engineering, Computer Engineering, Computer Science, Telematics, Mathematics, Statistics, Economics, Physics, or other related disciplines that possess analytical and quantitative component from a reputable institution • Fresh graduate or less than 2 years of relevant working experience • Cisco Certified Network Associate (CCNA) or Huawei Certified ICT Associate (HCIA) certification or equivalent • Project Management skills • Software Programming skills	• As part of our Nucleus Graduate Programme, you'll have the opportunity to work on impactful projects with a team that shares your passion for making a difference in the world. • Our comprehensive training, professional coaching, and technical expertise will help you attain a Master of Technology with NUS-ISS or industry-recognized certifications. • You'll also have access to multiple 'playgrounds,' such as Project Teams, Client Tribes, Strategy Groups, and Centers-of-Excellence based in Singapore, Shenzhen, and Melbourne. At NCS, we are committed to empowering our people to achieve their fullest potential and create an extraordinary future together. **What will you be expected to do?** • Be part of project deployment team, understand objectives of the project, participate in solutioning design, review and project requirements gathering. • Be involved in project roll out, including setting equipment / network in the lab,	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		configuration, testing and review improvement in project quality. • Work with team leads to ensure design and programme codes conform to architecture and design standards, including compliance and guidelines with NCS coding security, established design methodologies and industry best practices which will meet functional and system requirements. • Ensure quality and smooth execution of the programme through assisting in integration testing, system testing, User Acceptance Test (UAT) and implementation activities to fix reported problems/bugs in the production environment • Assist in configuration management planning, identification, controls and audit to make changes of configurable items, which include hardware, software, documentation, • Develop system / network and unit test packages, including execution and documentation of the test results and further troubleshooting as part of project quality assurance. • Such reports to be regularly maintained and updated in the system to provide accuracy and efficiencies in the project operating environment **Additional Information**	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• While we appreciate the interest in this role, only shortlisted candidates will be contacted given the high volume of applicants. • We are driven by our AEIOU beliefs—Adventure, Excellence, Integrity, Ownership, and Unity—and we seek individuals who embody these values in both their professional and personal lives. We are committed to our Impact: Valuing our clients, Growing our people, and Creating our future. • Together, we make the extraordinary happen. • Learn more about us at ncs.co and visit our LinkedIn career site. **Scam Alert** • We are aware of fraudulent job offers and impersonations of NCS recruiters. Phishing emails using convincing-looking but fake addresses are also commonly used to trick you into thinking that they come from official NCS sources • Please note that all official communications from NCS Group will only be sent from verified corporate email addresses. Always check that the sender's email address ends with the genuine NCS domain, @ncs.com.sg and beware of extra letters, symbols or misspellings. When in doubt, verify the sender's identity by	

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		contacting us at reachus@ncs.com.sg.	
Cyber Analyst (Fusion Poly Graduate Programme) 💼 ⭐	• The ideal candidate should possess: • Positive attitude, eagerness to learn, good team player and highly collaborative • Diploma in Cyber Security or other related disciplines • Diploma graduate with less than two years of relevant working experience	• Our Fusion Work-Study Degree Programme will enable you to kickstart and advance your professional career while attaining a Bachelor's Degree from a recognised University. To broaden your perspectives, we also have multiple 'playgrounds' that work as Project Teams, Client Tribes, Strategy Groups and Centres-of-Excellence based in Singapore, Shenzhen and Melbourne. • And if there are any ideas or projects that interest you, we're always listening and ready to play. • As part of the programme, you will gain valuable hands-on experience in one of the following domains: • Endpoint & Network Security • Firewall Deployment & Management • Endpoint Security (e.g. Anti-virus) • Network security (e.g. IPS/IDS, proxy) • Vulnerability Assessment • Threat Monitoring • SIEM / SOC • Database Activities Monitoring • Endpoint Detect and Response • Automation & Orchestration (e.g. SOAR) • Access Management • Privileged Access & Identity Management • Private Key Infrastructure	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Two-Factor Authentication **What will you do?** • Support project team members in requirement gathering and solution design • Support in project deliverables like Work Breakdown Structure (WBS), implementation plan, etc. • Support in the configuration, installation, and integration of security solutions • Support in the testing and remediation of vulnerabilities (e.g. firmware/software upgrades or minor fixes /patches) • Support in problem troubleshooting and resolution • Support in knowledge transfer and handover of implemented security solution to the client and/or operations team • Support in the production of project documentations for technical design, test cases etc. • Work closely with security governance and audit team to ensure the security services compliance with security standards or industry best practices **Scam Alert** • We are aware of fraudulent job offers and impersonations of NCS recruiters. Phishing emails using convincing-looking but fake addresses are also commonly used to trick you into thinking that they	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		come from official NCS sources. • Please note that all official communications from NCS Group will only be sent from verified corporate email addresses. Always check that the sender's email address ends with the genuine NCS domain, @ncs.com.sg and beware of extra letters, symbols or misspellings. When in doubt, verify the sender's identity by contacting us at reachus@ncs.com.sg.	
Infra Network Engineer 💼	• Bachelor's degree or higher in Computer Science/Information Technology/Engineering or relevant field with network certification in CCNA/CCNP/CCIE • Minimum 3-5 years of experience in configuring and administering routers and switches (e.g. Cisco routers and switches, etc), firewall products (e.g. CheckPoint, Forcepoint, etc.), F5 Load Balancers, AAA, NTP, IPS • Good understanding of network system, network architecture, routing, switching, firewall and security • Good interpersonal and communication skills to interact effectively at all levels • Proficient in performing network analysis and troubleshooting using	**What we seek to accomplish together:** • Responsible for the infrastructure network design, implementation, testing, security, managing and maintenance of proposed system • Work closely with Team Leader to meet system delivery milestones • Provide technical documentation support to Project & Solutions Teams, as well as hand over as-built system documentation to Maintenance support team • Engage with back-line support and/or with vendor's support to diagnose and rectify technical problems. • Assist in day-to-day operation of the System Delivery team • Carry out other technical related duties that may be required. • Our sustainability strategy sets out the key Environmental, Social and Governance (ESG) areas that	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	network and protocol analyzers **What you might also need to have:** • Senior/Lead Network engineer will be required to lead a team network engineers • 24 x 7 standby support and/or Shift work schedule	aim to create the NCS impact for our clients, our people and our future. • We Grow our People, Value our Clients, and Create our Future. • We want to change the way we live and work for the better, to create new and sustainable business growth, and to foster an inclusive future for all. • You can find out more about our Group's sustainability focus to guide how you can contribute to our objectives at Sustainability Reports. **About NCS Group** • We believe in building a talent-led delivery model to enable our best people to lead, and to support them with the right structure, processes, and tools to ensure that our clients are delivered top quality services. Great work is never done alone, which is why we also believe in fostering a collaborative work environment where people with different expertise and talent can come together. • We're here to make the extraordinary happen. • Find out more at ncs.co and our LinkedIn career site. • We handle all profiles with the highest level of confidentiality	
Infra Systems Engineer 💼	**Qualifications:** • Experience in administering Windows-based systems and infrastructure.	• We are seeking a highly skilled and experienced Hybrid IT Engineer to manage, maintain, and optimize our Windows-based	• **Working Hours:** 5 days/ week, 42-44 hrs/week

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Proficiency in Windows Server operating systems (2019). • Strong understanding of Active Directory, Group Policy, DNS, and DHCP. • Experience with virtualization platforms such as VMware and Hyper-V. • Knowledge of scripting languages (e.g., PowerShell) for automation and scripting tasks. • Familiarity with monitoring tools and systems management solutions. • Excellent problem-solving and troubleshooting skills. • Strong communication and interpersonal abilities. • Certifications such as MCSE, MCSA, or equivalent are a plus	infrastructure and associated technologies within our hybrid IT environment. • The ideal candidate will be responsible for ensuring the health, performance, and security of Windows servers and systems while collaborating with cross-functional teams to implement and support enterprise-wide solutions. **Key Responsibilities:** • Implement and manage Windows-based infrastructure and associated technologies. • Monitor and maintain the health, performance, and security of Windows servers and systems. • Administer Active Directory, Group Policy, DNS, DHCP, and related services. • Configure and troubleshoot Hypervisor Nutanix virtualization platforms (e.g., VMware, Hyper-V). • Install, configure, and manage Windows servers and services, including IIS, SQL Server, Exchange 2019 and Skype 2019 • Collaborate with cross-functional teams to implement and support enterprise-wide solutions. • Perform routine system and application updates, patches, and upgrades. • Develop and maintain documentation related to system configurations, processes, and procedures.	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Provide level 2 and level 3 support for Windows-related issues. • Participate in on-call rotation for after-hours support as needed.	
Infrastructure Engineer (Fusion Poly Graduate Programme) 💼 ⭐	• Fresh Diploma Graduates with 2 years or less of working exp	• Our Fusion Work-Study Degree Programme will enable you to kickstart and advance your professional career while attaining a Bachelor's Degree from a recognised University. • To broaden your perspectives, we also have multiple 'playgrounds' that work as Project Teams, Client Tribes, Strategy Groups and Centres-of-Excellence based in Singapore, Shenzhen and Melbourne. • And if there are any ideas or projects that interest you, we're always listening and ready to play. • As part of the programme, you will gain valuable hands-on experience in one of the following domains: **Cloud** • Assess and incorporate ITIL standards and process into Private/Public Managed Cloud & Containers platforms to align with the industry best practices • Operate and manage cloud and containers technologies that incorporates products, tools, self-service portals and automation • Work with both practice/project managers and account team to design/develop, and deliver	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Cloud and Container Managed Services, Migration and Project Delivery **Systems** • Responsible for infrastructure systems sizing, design, implementation, testing and maintenance of proposed solutions • Provide support to clients on a variety of system technologies including Microsoft Windows Server OS, Unix/Linux OS, Enterprise Storage and Backup, Protection, Middleware, Automation and Container technology **Network** • Support network planning, design, implementation, and performance optimization of Wired Network infrastructure, Wireless Network infrastructure, Network Security, Cabling, and Network Vulnerability Assessment • Support network daily operational tasks such as Network infrastructure health check, move/add/change/delete request, ad-hoc support for implementation roll out, upgrades of OS and software, supporting network infrastructure on special occasions (E.g. NDP) • Maintain network infrastructure and Resolve infrastructure incidents **Scam Alert**	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• We are aware of fraudulent job offers and impersonations of NCS recruiters. Phishing emails using convincing-looking but fake addresses are also commonly used to trick you into thinking that they come from official NCS sources. • Please note that all official communications from NCS Group will only be sent from verified corporate email addresses. Always check that the sender's email address ends with the genuine NCS domain, @ncs.com.sg and beware of extra letters, symbols or misspellings. When in doubt, verify the sender's identity by contacting us at reachus@ncs.com.sg.	
Infrastructure Engineer (Nucleus Graduate Programme) 💼 ⭐	• Fresh Degree Graduates with 2 years or less of working exp	As part of our Nucleus Graduate Programme, you'll have the opportunity to work on impactful projects with a team that shares your passion for making a difference in the world. Our comprehensive training, professional coaching, and technical expertise will help you attain a Master of Technology with NUS-ISS or industry-recognized certifications. • You'll also have access to multiple 'playgrounds,' such as Project Teams, Client Tribes, Strategy Groups, and Centers-of-Excellence based in Singapore, Shenzhen, and Melbourne. At NCS, we are committed to empowering our people to achieve their fullest potential and create an	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		extraordinary future together. • Depending on the pathway that you are assigned to, you will be exposed to the following domains: [Network] • Support network planning, design, implementation, and performance optimization • Support network daily operational tasks • Maintain network infrastructure and Resolve infrastructure incidents [Systems] • Responsible for the system design, implementation, testing and maintenance of proposed system • Provide support to end users on a variety of system technologies including Microsoft Windows Server OS, Unix/Linux OS and Middleware. [Cloud] • Assess and incorporate the ITIL standards into Private/Public Managed Cloud platforms to align with the industry best practices. • Operate and manage the cloud technologies that incorporates products, tools, self-service portals and automation. • Work with both the product managers and the engineering/development team to design/ develop, and deliver the Cloud product roadmap	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Scam Alert • We are aware of fraudulent job offers and impersonations of NCS recruiters. Phishing emails using convincing-looking but fake addresses are also commonly used to trick you into thinking that they come from official NCS sources. • Please note that all official communications from NCS Group will only be sent from verified corporate email addresses. Always check that the sender's email address ends with the genuine NCS domain, @ncs.com.sg and beware of extra letters, symbols or misspellings. When in doubt, verify the sender's identity by contacting us at reachus@ncs.com.sg.	
IT Support Engineer 💼	• Ideal candidate should possess the following: • Preferably with 1 or more years related experience in Technology Administration. Some network knowledge will be an advantage • Computer literacy in MS Office • Minimally 3 years of relevant experience in IT/Desktop Support • Relevant Experience with Microsoft Windows 11, Windows Hello, PowerShell & BitLocker • Good understanding of Microsoft Windows 11 OS and MS Office, basic	• As an IT Support Engineer, the broad area of your job responsibilities will cover the following: • Perform End User Support – Client Management • Perform troubleshooting for client platform related problems. • Respond promptly to incident, investigate & provide temporary &/or permanent resolution of incidents escalated. Provide timely status updates to relevant parties. • Perform service request related to client platforms. • Monitor the agreed service level, document & maintain the configuration of the	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** NA

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	scripting in PowerShell and cmd • Proficiency in Technology will be added advantage • Independent, resourceful, result-oriented individuals with a "can-do" attitude	systems; provide regular reporting to relevant parties. • Involve in client platform implementation/upgrade project. • Perform follow-up with vendor on replacement of hardware. • Perform asset management & update asset records. • Perform user account management (eg. Create password, reset & delete) • Perform local server administration to facilitate software distribution & patch management service. • Manage client platform implementation / upgrade project. • Ensure deliverables meet service level requirement. Propose and implement action plan when required. • Established facility management standards/best practices to ensure operation consistency across project / facility management teams. • Submit progress reports **About NCS Group** • We believe in building a talent-led delivery model to enable our best people to lead, and to support them with the right structure, processes, and tools to ensure that our clients are delivered top quality services. Great work is never done alone, which is why we also believe in fostering a collaborative work environment where people with different	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		expertise and talent can come together. • We're here to make the extraordinary happen. • Find out more at ncs.co and our LinkedIn career site. • We handle all profiles with the highest level of confidentiality.	
Ops Support Executive, EUC & Svc Desk (Ignite ITE Graduate Programme) 💼 ⭐	• Nitec/Higher Nitec in an IT-related discipline	Our Ignite Work-Study Diploma Programme will enable you to kickstart your career and gain valuable hands-on experience while attaining a nationally recognised Diploma. • As an Ops Support Executive, End User Computing, the broad area of your job responsibilities will cover the following domain: • Responsible for the installation and daily operations support for facility management of client platforms to meet agreed business needs & service levels. • Perform troubleshooting for client platform related problems • Respond promptly to incident, investigate & provide temporary &/or permanent resolution of incidents escalated. • Provide timely status updates to relevant parties. • Perform service request related to client platforms. • Monitor the agreed service level, document & maintain the configuration of the systems; provide regular reporting to relevant parties	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Involve in client platform implementation/upgrade project. **Scam Alert** • We are aware of fraudulent job offers and impersonations of NCS recruiters. Phishing emails using convincing-looking but fake addresses are also commonly used to trick you into thinking that they come from official NCS sources. • Please note that all official communications from NCS Group will only be sent from verified corporate email addresses. Always check that the sender's email address ends with the genuine NCS domain, @ncs.com.sg and beware of extra letters, symbols or misspellings. When in doubt, verify the sender's identity by contacting us at reachus@ncs.com.sg.	
Project Executive 💼	**The ideal candidate should possess:** • at least 1 to 3 years of project administration experience in the development, implementation and support of IT Infrastructure projects • Self-motivated with a positive "can-do" attitude, creative with excellent presentation, communication, negotiation and interpersonal skills including strong persuasive techniques.	• As a Project Executive you will coordinate the schedule, the budget and the issues and risks of the project. • He/she will ensure the project is well-organized and that it runs smoothly. This includes communicating with various departments & teams in the organization to ensure sure everyone is on the same page. • You will need to excel in a fast-paced, challenging work environment and must be comfortable in a stressful atmosphere. **What will you do?**	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Able to develop and maintain respectful and trusting relationship • Proficient in written and spoken English • Able to travel to customer sites locally as required	• Ensure the team members has the tools they need to execute the project. • Creates project schedules, with milestones, due dates and estimates for materials that are required and other resources, such as team members, which will then be submitted to project manager management for review/approval. • Coordinate the documentation of each phase of the project, as well as making summary reports that will be presented to the PM and project steering committee team. • Attentive to details and capable to leverage tools to drive productivity and up-to-date accurate representation of the project information (progress, tasks, deliverables, financial etc). • Assist or facilitate every aspect of the project with the PM to stay on-track or ahead of information communication, processing orders, executing workstreams / requests and documentation repository. • Lead assigned tasks without supervision. Be absolutely dependable.	
Sales Executive (Nucleus Graduate Programme) 💼 ⭐	**The ideal candidate should possess:** • Passion for technology and to pursue excellence in whatever you do • Good interpersonal and communication skills, with the ability to	• The Sales Nucleus programme prepares aspiring graduates for a rewarding and exciting career in tech. • Successful candidates will go through a structured 12-week sales bootcamp which include Sales essentials, soft skills and technology training.	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	logically and clearly convey key messages • Result-oriented with the ability to work independently and under pressure • A team player with a pleasant personality • Dynamic and able to adjust in a fast-paced environment • Degree in any disciplines • Recent graduates with up to 2 years of working experience.	• You will also be mentored by senior leaders and industry experts throughout the journey. • After the sales bootcamp, you will be assigned to specific industry account teams where you will work with clients and internal technology teams, while receiving mentorship from Sales Leaders. • At NCS, we are committed to empowering our people to achieve their fullest potential and create an extraordinary future together. **What will you do?** • Sales Management and Operations • Partner a sales lead to identify new business opportunities with new and existing clients • Manage an assigned set of client accounts, and be the single-point-of-contact for all matters related to the account, evolving to the role of a trusted advisor over time • Establish a good understanding of the client's requirements/needs, or pain points, and work with the extended teams to solution and address the gaps • Have a strong understanding of the latest technology trends and partner with internal stakeholders and vendors in the ecosystem to pull together a proposal, in line with NCS' strengths/capabilities • Attain a good understanding of the competitive landscape, and develop differentiating	Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		value prepositions, to lead to a successful outcome • Manage and coordinate contract terms and conditions internally and externally • Complete the deal process by ensuring that all necessary approvals and documentation are in place • Ensure overall client satisfaction **Scam Alert** • We are aware of fraudulent job offers and impersonations of NCS recruiters. Phishing emails using convincing-looking but fake addresses are also commonly used to trick you into thinking that they come from official NCS sources. • Please note that all official communications from NCS Group will only be sent from verified corporate email addresses. Always check that the sender's email address ends with the genuine NCS domain, @ncs.com.sg and beware of extra letters, symbols or misspellings. When in doubt, verify the sender's identity by contacting us at reachus@ncs.com.sg.	
SAP Consulting Analyst (Fusion Graduate Programme) 💼 ⭐	**The ideal candidate should possess:** • Ability to thrive in dynamic and fast-paced consulting environment and navigate a steep learning curve. • Exceptional problem-solving ability and a	• As part of our Nucleus Graduate Programme, you'll have the opportunity to work on impactful projects with a team that shares your passion for making a difference in the world. • Our comprehensive training, professional coaching, and technical expertise will help	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	knack for untangling complex challenges • A team player with effective interpersonal, communication and presentation skills. • Knowledge in any of the following areas will be an added advantage: • Frontend frameworks like HTML5, Angular, or React JS. • Backend languages such as Java, .NET, Python, PHP, or C++. • SAP technologies such as SAP ABAP, SAPUI5, and S/4Hana. • Diploma in Business (Accounting, Finance, HR, Business Analytics), Information Technology, Computer Science, Engineering or other IT-related disciplines with a strong analytical and quantitative focus. • Fresh graduate or less than 2 years of working experience.	you attain SAP and industry-recognized certifications. • You'll also have access to multiple 'playgrounds,' such as Project Teams, Client Tribes, Strategy Groups, and Centers-of-Excellence based in Singapore, Shenzhen, and Melbourne. • At NCS, we are committed to empowering our people to achieve their fullest potential and create an extraordinary future together. • The SAP Consulting Analyst will play a pivotal role in ensuring project success, enhancing software applications, and staying updated with the latest SAP technologies and best practices. What will you be expected to do? **SAP Functional** • Partner with stakeholders to understand business and system requirements and deliver business value consulting services for clients. • Communicate effectively with stakeholders, propose solutions and workarounds, oversee selection, and estimate resources to ensure alignment and successful project delivery. • Configure and customize SAP solutions to enhance functionality and optimize performance of software applications.	• **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Serve as a knowledgeable broker, presenting cost-effective alternatives and highlighting the positive impact of NCS solutions to align with customer business goals globally, while supporting pre-sales activities. • Stay updated with the latest advancements, trends, and best practices in SAP technologies to ensure up-to-date knowledge and expertise. **SAP Technical** • Design and implement scalable technical architectures that meet customer and business requirements. • Develop, maintain, and enhance SAP applications using technologies such as Python, SAP ABAP, SAPUI5, and S/4HANA. • Collaborate with the software development teams to translate functional needs into robust technical solutions. • Drive continuous improvement by enhancing system performance, implementing upgrades, and resolving application issues.	
SAP Consulting Analyst (Nucleus Graduate Programme) 💼 ⭐	**The ideal candidate should possess:** • Ability to thrive in dynamic and fast-paced consulting environment and navigate a steep learning curve. • Exceptional problem-solving ability and a	• As part of our Nucleus Graduate Programme, you'll have the opportunity to work on impactful projects with a team that shares your passion for making a difference in the world. • Our comprehensive training, professional coaching, and	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	knack for untangling complex challenges. • A team player with effective interpersonal, communication and presentation skills. • Knowledge in any of the following areas will be an added advantage: • Frontend frameworks like HTML5, Angular, or React JS. • Backend languages such as Java, .NET, Python, PHP, or C++. • SAP technologies such as SAP ABAP, SAPUI5, and S/4Hana. • Degree in Business (Accounting, Finance, HR, Business Analytics), Computer Science, Engineering or other IT-related disciplines with a strong analytical and quantitative focus. • Recent graduates with up to 2 years of working experience.	technical expertise will help you attain SAP and industry-recognized certifications. • You'll also have access to multiple 'playgrounds,' such as Project Teams, Client Tribes, Strategy Groups, and Centers-of-Excellence based in Singapore, Shenzhen, and Melbourne. • At NCS, we are committed to empowering our people to achieve their fullest potential and create an extraordinary future together. • The SAP Consulting Analyst will play a pivotal role in ensuring project success, enhancing software applications, and staying updated with the latest SAP technologies and best practices. What will you do? **SAP Functional** • Partner with stakeholders to understand business and system requirements and deliver business value consulting services for clients. • Communicate effectively with stakeholders, propose solutions and workarounds, oversee selection, and estimate resources to ensure alignment and successful project delivery. • Configure and customize SAP solutions to enhance functionality and optimize performance of software applications. • Serve as a knowledgeable broker, presenting cost-	Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		effective alternatives and highlighting the positive impact of NCS solutions to align with customer business goals globally, while supporting pre-sales activities. • Stay updated with the latest advancements, trends, and best practices in SAP technologies to ensure up-to-date knowledge and expertise. **SAP Technical** • Design and implement scalable technical architectures that meet customer and business requirements. • Develop, maintain, and enhance SAP applications using technologies such as Python, SAP ABAP, SAPUI5, and S/4HANA. • Collaborate with the software development teams to translate functional needs into robust technical solutions. • Drive continuous improvement by enhancing system performance, implementing upgrades, and resolving application issues.	
Service Delivery Executive 💼	The ideal candidate should possess: • At least 3-5 years of relevant experience in IT Infrastructure Support • Minimally ITIL Foundation • Experience in customer service	• The Service Delivery Executive is the leader to a team of school support personnel providing end-user computing support to schools. You are professional and experienced in customer service, human resource coordination and contract administration. You will be responsible for conducting regular customer	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Experience in human resource coordination and contract administration • Good customer relationship management experience • Excellent written, oral and presentation skills • Degree / Diploma in a relevant field	visits, managing and counselling support personnel. You will also assist with up-sell services, address escalated issues, billing queries and delegate assignments to support personnel. You are responsible for the good customer satisfaction for the support services. You will also coordinate desktop education programmes for customers. **What will you do?** • Conduct regular customer visits • Manage and counsel support personnel • Assist to up-sell services • Address escalated issues and billing queries • Delegate assignments to support personnel • Coordinate desktop education programmes for customers • Ensure good customer satisfaction for support services • Manage the schools as the position requires direct interface with schools • Manage NCS staff that are deployed in schools • Be the liaison person between school and NCS backend teams • Address and resolve issues and problems faced by schools	
Service Desk Engineer (M365) 💼	• The ideal candidate should possess: **Essential Qualifications** • Diploma with minimum 2 years of end-user	• This role serves as the subject matter expert (SME) within the service desk team. The position acts as the go-to person for a specific product, application, or domain, while	• **Working Hours:** 5 days/ week, 42-44 hrs/week

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	support or service desk experience • Proficient in spoken and written English • Strong technical skills in supporting desktops, notebooks, tablets, and smartphones • Knowledge and experience of Windows OS, Active Directory, and M365 (Microsoft) ecosystems / application **Preferred Attributes** • VPN and macOS support knowledge • Good understanding of hardware and peripherals • Experience in supporting WiFi and LAN connectivity **Familiar with:** • M365 Admin Center (Users, Licenses, Service Health) • Teams/SharePoint/Exchange Admin Centers • Entra ID (Azure AD) – users, sign in logs (read), MFA settings • Intune portal – device/app basics **Professional and/or Technical Certifications** • Microsoft 365 Certified: Fundamentals (MS 900) (strongly preferred) • CompTIA A+ (preferred)	also providing first level IT support via phone and remote tools. • The SME will also support and administer Microsoft 365 (M365) environments, including user account management, mailbox configuration, and issue resolution related to M365 applications and services. **Responsibilities | CORE** • Provide support, troubleshooting and administration for M365 (Microsoft) ecosystems such as Office, Outlook, Teams, OneDrive, SharePoint, Copilot, Intune etc • Liaise with second-level support on product enhancements and train team members • Update shared repository with changes in area of focus • Provide First Call Resolution (FCR) technical support via phone and email • Perform first level troubleshooting and escalate to resolver groups as required • Furnish timely updates to customers on issue status • Maintain ownership of cases until closure with accurate documentation • Manage customer expectations and escalate unusual surge issues to Team Lead • Classify and prioritize incidents, tracking progress and updates	• **Employment Type:** Full Time • **Job Type:** Contract • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Snr / Lead Service Delivery Manager 💼	**The ideal candidate should possess:** • At least 5 -10 years of relevant experience in IT Infrastructure Support • Minimally ITIL Foundation • Good customer relationship management experience • Excellent written, oral and presentation skills • Degree / Diploma in a relevant field	• We're searching for a Senior Service Delivery Manager to be part of our diverse team of talent here at NCS! **Overview** • As a Senior Service Delivery Manager you are responsible for managing day to day support of medium scale maintenance projects meeting customer's requirements and Service Level Agreements. • Ensure that the team conduct health check, conduct application monitoring, handle customer queries, investigate incidents reported, resolve the incidents and apply fixes and also to ensure that incidents reported are tracked and resolved till closure as well as to assist the SDD to train and guide junior team members. What will you do? Key Responsibilities **Project Delivery** • Act as a focal point for all support related queries and issues • Review transition plans, enhancement milestones and deliverables in consultation with support teams and customer • Review with support team to ensure that all support tasks and deliverables meet quality and service levels • Ensure that regular reviews of the services provided (Service Level Agreements (SLAs) and Key Performance	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Indicators(KPIs)) are conducted to maintain alignment between the services and the expectations of the customer • Notify/escalate any 'out of scope' variations to services to Program Director / Service Delivery Director (SDD) • Notify/escalate critical issues or variations to service levels to Program Director / Service Delivery Director (SDD) • Review and approve service request/enhancement effort, schedules and risk plans • Review and raise resource requirement • Responsible for resource forecasting and planning • Review, monitor and report project health status. **Customer / Vendor Management** • Liaise with third party vendors, customer technical teams and other interfacing application team leaders to ensure smooth Business As Usual (BAU) support operations • Ensure that effective communication on the services delivered is provided to the customer (including monthly or weekly service delivery reports) with the agreed timeframes **Business Development** • Proactively identify opportunities for further expansion or improvement of services delivered to the customer and liaise with the Account Manager(s) for	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		development of that opportunity • Be involved in pre-sale activities **Team Management** • Delegate tasks effectively by providing clear and specific instructions and goals • Plan, track and monitor the tasks assigned to the team leader/ members • Participate in leadership activities and providing performance feedback and developmental coaching • Monitor and improve team performance, providing leadership, coaching, and performance management	
Snr / Project Manager 💼	• The ideal candidate should possess: 1.Technical Competency – WAN Migration Experience • Demonstrated experience in managing WAN migration activities. • Ability to coordinate with Internet Service Providers for timely WAN deployment. • Strong project tracking skills to ensure milestones and timelines are met. 2. Experience in Tech Refresh Environments • Proven capability in handling system setup in collaboration with customer counterparts. • Experience in planning and executing migration	**Overview** • The Infrastructure Project Manager who will be responsible for the managing and implementing of Infrastructure-based projects with quality, within scope and to ensure deliverables are on time and conform to processes and standards meeting customer's requirements. • The incumbent is also responsible for projects resource scheduling, tracking, risk management and quality assurance. What will you do? **Project Management** • Lead, deliver and maintain projects within time, scope and cost • Ensure project delivery quality	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	from legacy to new systems. • Ability to integrate new systems into existing infrastructures (e.g. GovTech DC/GCC/GDC/Axisnet) seamlessly. 3. Domain Knowledge and Process Awareness • While in-depth knowledge of GovTech practices is not mandatory, familiarity with relevant processes is advantageous. • This includes: • Submission of documentation (e.g., SRs, rack mount plans, cabling plans). • Coordination of TAF sessions for obtaining stakeholder approvals. • Understanding of system integration requirements related to operations (e.g., management tools, alerting systems, backup solutions), which requires coordination with existing operational teams. 4. Professional Attributes • The Project Manager must demonstrate a high level of professionalism, humility, and patience. • Must be able to effectively engage with stakeholders, listen	• Plan & establish project schedules, quality plans, budgets, and communication and risk management plans • Manage issues arising out of scope definition and disputes that impacted scope, schedule and cost • Manage issues arising from integration of various components of the project, e.g. hardware, software installation, testing, business process review, redesign, application development, migration and data conversion etc • Manage project financials, ensuring project cost/ revenue forecast is done accurately • Oversee the implementation of the project with regard to schedules, budget, manpower and quality • Resolve project overrun issues • Track project progress and report to Senior Management and Customer • Manage resources in terms of mobilising resources during different periods of time from team to team to maximise productivity or minimise wastage • Lead the project and service team on smooth project transition to operation in accordance to customer requirement and processes. • Manage project operation and ensure service level is maintained without financial penalty and security incident due to negligent or lack of awareness	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	actively to concerns, and facilitate collaborative, win-win outcomes across all parties—including the customer, internal teams, and external vendors. 5. Data Analysis & Visualization Competency • Proficient in Microsoft Excel (advanced functions, pivot tables, charts) for data manipulation and reporting. • Skilled in Microsoft Power BI for building dashboards, visualizing trends, and generating actionable insights. • Ability to interpret data to identify patterns, risks, and opportunities that inform project strategy and execution. 6. Agile & Kanban Project Tracking • Proficient in using Trello, Microsoft Planner, or Project for the Web to manage tasks, visualize workflows, and track deliverables. • Familiarity with Slack or Microsoft Teams for real-time communication and integration with project tracking tools. • Ability to adapt Kanban principles to infrastructure project	**Customer/Vendor/ Stakeholder Management** • Manage contracts and subcontractors • Effectively engaged stakeholders in project decisions and execution • Build long-term customer relationships by anticipating and exceeding customer's expectation • Negotiate with customers on change control mechanism to meet schedules and prioritize changes based on business needs • Strong customer-service orientation **Team Management** • Work cohesively, lead, guide, manage and motivate the projects' team members in delivering quality project works, eliminating project exceptions and delighting the customers • Plan for optimal use of resources across teams comprising of Project and Technical competencies • Manage performance review of team and maintain open communication with team for feedback on continuous improvement • Ensure high individual and staff billability	

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	environments for improved efficiency and stakeholder visibility.		
Software Engineer (Fusion Poly Graduate Programme) 💼 ⭐	The ideal candidate should possess: • Positive attitude, eagerness to learn, good team player and highly collaborative • Diploma in Computer Science or related IT/Engineering fields • Diploma Graduate with less than two years of relevant working experience	• Our Fusion Work-Study Degree Programme will enable you to kickstart and advance your professional career while attaining a Bachelor's Degree from a recognised University. To broaden your perspectives, we also have multiple 'playgrounds' that work as Project Teams, Client Tribes, Strategy Groups and Centres-of-Excellence based in Singapore, Shenzhen and Melbourne. • And if there are any ideas or projects that interest you, we're always listening and ready to play. **What will you do?** • Participate in discussions with stakeholders to understand business and system requirements • Perform technical tasks to develop/enhance software applications according to functional and technical specifications • Maintain and improve software applications • Execute unit, integration, system and user acceptance testing • Using configuration management, integration and build automation tools to deploy applications • Identify opportunities and suggest recommendations for system improvement	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Scam Alert • We are aware of fraudulent job offers and impersonations of NCS recruiters. Phishing emails using convincing-looking but fake addresses are also commonly used to trick you into thinking that they come from official NCS sources. • Please note that all official communications from NCS Group will only be sent from verified corporate email addresses. Always check that the sender's email address ends with the genuine NCS domain, @ncs.com.sg and beware of extra letters, symbols or misspellings. When in doubt, verify the sender's identity by contacting us at reachus@ncs.com.sg.	
Software Engineer (Nucleus Graduate Programme) 💼 ⭐	The ideal candidate should possess: • Proficiency in one or more frontend framework (HTML5/Angular/React JS) • Proficiency in one or more backend languages (Java/.NET/Python/PHP) • Proficiency in database will be an added advantage • Experience in frontend and backend web application development will be an added advantage • Degree in Computer Science or related Engineering fields	• As part of our Nucleus Graduate Programme, you'll have the opportunity to work on impactful projects with a team that shares your passion for making a difference in the world. • Our comprehensive training, professional coaching, and technical expertise will help you attain a Master of Technology with NUS-ISS or industry-recognized certifications. • You'll also have access to multiple 'playgrounds,' such as Project Teams, Client Tribes, Strategy Groups, and Centers-of-Excellence based in Singapore, Shenzhen, and Melbourne. At NCS, we are committed to empowering	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Recent graduates with up to 2 years of working experience.	our people to achieve their fullest potential and create an extraordinary future together. **What will you do?** • Partner with stakeholders to understand business and system requirements • Develop and enhance software applications to meet functional and technical specifications • Continually improve and maintain software applications • Execute unit, integration, system and user acceptance testing • Using configuration management, integration and build automation tools to deploy applications • Identify opportunities and suggest recommendations for system improvement **Additional Information** • While we appreciate the interest in this role, only shortlisted candidates will be contacted given the high volume of applicants. • We are driven by our AEIOU beliefs—Adventure, Excellence, Integrity, Ownership, and Unity—and we seek individuals who embody these values in both their professional and personal lives. We are committed to our Impact: Valuing our clients, Growing our people, and Creating our future. • Together, we make the extraordinary happen.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Learn more about us at ncs.co and visit our LinkedIn career site. **Scam Alert** • We are aware of fraudulent job offers and impersonations of NCS recruiters. Phishing emails using convincing-looking but fake addresses are also commonly used to trick you into thinking that they come from official NCS sources. • Please note that all official communications from NCS Group will only be sent from verified corporate email addresses. Always check that the sender's email address ends with the genuine NCS domain, @ncs.com.sg and beware of extra letters, symbols or misspellings. When in doubt, verify the sender's identity by contacting us at reachus@ncs.com.sg.	
Systems Executive, Security Systems 💼	The ideal profile should have: • Min ITE certificate / Diploma in electrical / electronic / computer engineering • Possess Singapore Class 3 driving license will be preferred • Experienced in Electro-optics System will be an added advantage • Positive work attitude, self-motivated, creative, and resourceful with a customer first mind set	• As an EO Associate Engineer, you will be responsible for Electro-optics system site support, perform troubleshooting, fault diagnosis and failure analysis to determine the cause of failure for the system. • Diagnose and repair EO system issues in lab by using logical, step-by-step approaches to ensure minimal downtime for the customers. **Responsibilities:** • Support the team on Electro-optics and surveillance	• **Working Hours:** 5 days/ week, 42-44 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Independent, hardworking, and able to work under pressure • Able to handle emergency situations outside of normal work hours when required • Good inter-personal, organizational, problem solving and teamwork skills	systems for preventive and corrective maintenance at sites and vessels • Update all fault reporting documentation for monthly project meeting • Liaise with customer for maintenance activities • Perform in house repair of Electro-Optics equipment • Perform rotational 24x7 standby services for fault recovery works at various locations • Able to work offshore and work at height • Support system setup, testing and installation • Perform other duties as assigned by superior	

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#28 PIXLR

Pixlr is a generative AI software company offering AI-powered photo editing and content creation tools for individuals and businesses worldwide through its Pixlr and Designs.AI suite.
Serving millions of users worldwide, Pixlr combines freemium access, professional subscriptions, and enterprise training programmes to help teams create high-quality visual and content outputs quickly and efficiently across all industries and skill levels.
In Singapore, Pixlr also works with providers such as NYP-SIRS to run subsidised and Skillsfuture-eligible programmes to deliver hands-on Gen AI training for practical digital content creation, empowering Singaporeans and jobseekers to use AI confidently.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Gen AI Business Development Intern 💼🎓		• To accelerate the growth of Pixlr's Generative AI Learning Programmes through focused sales and marketing efforts. • To expand market presence by driving learner acquisition and increasing brand visibility. • To contribute to Pixlr's strategic goal of scaling AI education regionally through innovative, data informed business development. • Sales and marketing of Generative AI Learning Programmes • Campaign strategy and performance optimisation • Reseller and partner marketing support • Promotional content and communication development • Innovation and experimentation in growth strategies 1. Sales & Marketing Execution • Plan and implement monthly marketing initiatives to increase sign-ups for AI Learning Programmes and software subscriptions • Enhance market visibility via multi-channel promotional campaigns.	• **Working Hours:** 5 days / week 44 hrs / week • **Employment Type:** Full Time • **Location:** 190 Clemenceau Avenue, Singapore Shopping Centre (S)239924

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		2. Strategic Planning & Execution • Develop and refine campaign strategies and messaging to maximise learner engagement and conversions. • Monitor campaign metrics, derive insights, and iterate to improve outcomes. 3. Partner & Reseller Enablement • Support promotional activities with resellers and distribution partners. • Equip partners with tools, copy, and materials to effectively market Pixlr offerings 4. Content & Communication Development • Craft compelling copy for WhatsApp, email, and other digital channels. • Communicate Pixlr's value proposition clearly to different audience segments. 5. Innovation & Experimentation • Propose and test new marketing tactics and campaigns. • Embrace continuous iteration to scale high-performing initiatives. 6. Accept all other duties as assigned by the Line Manager or any of its authorised officers.	
Gen AI Business Development Manager/ Executive 💼 ⭐		• To accelerate the growth of Pixlr's Generative AI Learning Programmes through focused sales and marketing efforts. • To expand market presence by driving learner acquisition and increasing brand visibility.	• **Working Hours:** 5 days / week 44 hrs / week • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• To contribute to Pixlr's strategic goal of scaling AI education regionally through innovative, datainformed business development. • Sales and marketing of Generative AI Learning Programmes • Campaign strategy and performance optimisation • Reseller and partner marketing support • Promotional content and communication development • Innovation and experimentation in growth strategies 1. Sales & Marketing Execution • Plan and implement monthly marketing initiatives to increase sign-ups for AI Learning Programmes and software subscriptions • Enhance market visibility via multi-channel promotional campaigns. 2. Strategic Planning & Execution • Develop and refine campaign strategies and messaging to maximise learner engagement and conversions. • Monitor campaign metrics, derive insights, and iterate to improve outcomes. 3. Partner & Reseller Enablement • Support promotional activities with resellers and distribution partners. • Equip partners with tools, copy, and materials to effectively market Pixlr offerings	• **Location:** 190 Clemenceau Avenue, Singapore Shopping Centre (S)239924

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		4. Content & Communication Development • Craft compelling copy for WhatsApp, email, and other digital channels. • Communicate Pixlr's value proposition clearly to different audience segments. 5. Innovation & Experimentation • Propose and test new marketing tactics and campaigns. • Embrace continuous iteration to scale high-performing initiatives. 6. Accept all other duties as assigned by the Line Manager or any of its authorised officers.	
Gen AI Business Operations Manager/ Executive 💼 ⭐		• To coordinate and execute operational aspects of training programmes and business operations. • To manage logistics, scheduling, and learner support to ensure smooth delivery of learning initiatives. • To contribute to reporting, quality assurance, and continuous improvement of training operations. • Training scheduling and logistics • Learner enrolment and support • Training system administration • Reporting and evaluation • Vendor and trainer coordination 1. Programme Administration • Manage enrolment, registrations, and	• **Working Hours:** 5 days / week 44 hrs / week • **Employment Type:** Full Time • **Location:** 190 Clemenceau Avenue, Singapore Shopping Centre (S)239924

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		communication with participants. • Prepare training schedules, venues (physical or online), and supporting resources. 2. Training Logistics • Coordinate trainers, facilities, digital platforms, and technical support. • Ensure availability of materials, tools, and equipment before sessions. 3. Learner Support • Provide guidance, reminders, and support to trainees. • Monitor attendance, engagement, and completion rates. 4. Reporting & Quality Assurance • Track training metrics (attendance, feedback, outcomes). • Prepare periodic reports for management and recommend improvements. 5. Vendor & Trainer Coordination • Liaise with external trainers, consultants, and vendors where relevant. • Support procurement processes for training resources and tools. 6. Accept all other duties as assigned by the Line Manager or any of its authorised officers.	
Gen AI Training Manager / Trainer 💼 ⭐		• To design and deliver training programmes on Generative AI ("GenAI") applications for diverse user groups. • To support adoption of AI tools through coaching,	• **Working Hours:** 5 days / week 44 hrs / week

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		curriculum development, and practical guidance. • To enhance workforce capability in AI-driven productivity, creativity, and operational efficiency. • GenAI training programme development • AI tool coaching and enablement • Training content and curriculum design • Workshop facilitation and delivery • Stakeholder engagement and feedback collection 1. Training Design & Delivery • Develop and deliver training sessions on GenAI platforms (e.g. Designs.ai, Pixlr, ChatGPT, Stable Diffusion, MidJourney). • Customise learning pathways for business functions (e.g. marketing, design, operations). • Conduct live workshops, webinars, and one-to-one coaching. 2. Curriculum Development • Design structured training content, including case studies, exercises, and assessments. • Keep content updated with latest GenAI tools, practices, and regulatory considerations. 3. Stakeholder Engagement • Collaborate with department leads to identify training needs.	• **Employment Type:** Full Time • **Location:** 190 Clemenceau Avenue, Singapore Shopping Centre (S)239924

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Gather feedback and adjust programmes for relevance and effectiveness. 4. Coaching & Enablement • Provide individual and group coaching on applied GenAI use. • Support adoption through practical examples and productivity hacks 5. Accept all other duties as assigned by the Line Manager or any of its authorised officers.	
Gen AI Transformation Consultant 💼 ⭐		• To support clients in adopting and deploying digital tools and processes for workforce productivity and operational efficiency. • To analyse workflows, recommend improvements, and implement digital solutions. • To drive adoption of digital transformation initiatives aligned with strategic goals. • To support clients with government grant applications • To act as project manager to meet project deliverables • Business process analysis and optimisation • Digital solution design and implementation • Change management and adoption support • Stakeholder engagement and training • Reporting and impact measurement 1. Business Process Analysis • Assess existing processes, tools, and systems.	• **Working Hours:** 5 days / week 44 hrs / week • **Employment Type:** Full Time • **Location:** 190 Clemenceau Avenue, Singapore Shopping Centre (S)239924

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Identify inefficiencies and digitalisation opportunities. 2. Solution Design & Implementation • Recommend and configure digital tools (collaboration, automation, analytics). • Support implementation, testing, and rollout of solutions. 3. Change Management • Develop communication and adoption plans. • Conduct training sessions and create user documentation. • Support users during transition to new digital tools. 4. Stakeholder Engagement • Work with department heads to align initiatives with business needs. • Facilitate workshops to capture requirements and feedback. 5. Monitoring & Reporting • Track adoption metrics and performance improvements. • Prepare reports on impact, ROI, and lessons learned. 6. Government Grant Applications • To support clients with the relevant government grant applications • Engage with government agencies to support and develop grant solutions for Pixlr clients	

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		7. Project Management • Manage assigned projects for clients in digital transformation projects • Manage partner relationship for third party solutions that are included in our projects • Deliver project objectives to meet budget, revenue and other targets 8. Accept all other duties as assigned by the Line Manager or any of its authorised officers	

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#29 PSA Corporation

PSA, formerly known as the Port of Singapore Authority, was a statutory board regulating, operating and promoting the Port of Singapore in the 1960s. (Note: PSA dropped the name of "Port of Singapore Authority" in 1997 when it became a corporatised entity. The company should be referred to as "PSA International" or simply "PSA".)
In the 1970s, PSA started a container port and handled their first container ship. In the following decades, PSA grew and reached the 5-million TEU mark by 1990, making Singapore the world's largest container port then.
In 1996, PSA's regulatory functions were transferred to Singapore's new maritime regulator, the Maritime and Port Authority of Singapore (MPA). A parliamentary bill was passed on 25 August 1997 to convert the Port of Singapore Authority, a state organisation, into an independent commercial company.

PSA Corporation Limited (simplified Chinese: 新加坡港务集团) was corporatised on 1 October 1997. The company kept the initials "PSA" as its brand name but it is no longer an acronym.
PSA took the first step in becoming a global terminal operator in 1996 when it embarked on its first overseas venture in Dalian, China.
Today, PSA is a world leading ports and terminals group.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Assistant Executive (Flow Centre & Depot Management) 💼 ⭐	• Diploma in any discipline • Has relevant administrative experience • Possess strong interpersonal and communication skills • Ability to multitask • Proficient in MS Office applications	• Responsible for administering vehicle and parking-related permits, including the issuance of VPCs, season parking permits, and overnight parking permits, as well as managing season parking renewals. • Conducts regular checks on illegal motorcycle parking and oversees NETS transactions and settlement processes. Handles ad-hoc billing matters and carries out routine safety and canteen inspections. • Supports forklift-related matters and undertakes additional ad-hoc tasks as assigned to ensure smooth site operations.	• **Working Hours:** 5 days/ week, **Monday to Thursday:** 8.30 am to 6.00 pm **Friday:** 8.30 am to 5.30 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Assistant Executive (Customer Service) 💼 ⭐	• Diploma in any discipline	• Be part of a team that serves as the primary point of contact for customers, providing real-time updates,	• **Working Hours:** 5.5 days / week,

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Prior experience in logistics or freight forwarding preferred • Strong communication and problem-solving skills • Familiarity with logistics documentation • Ability to work in a fast-paced, detail-orientated environment • Proficient in MS Office applications • Willing to work on a 5.5 days work schedule	resolving job/shipment issues, and coordinating internal operations and external stakeholders to deliver high service levels and achieving customer success.	• **Monday to Friday:** 8.30 am to 6.00 pm • **Saturday:** 8.30 am to 1.30 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Assistant Executive (LCL Import Planning) 💼 ⭐	• Diploma in any discipline • Preferably 3 years' experience in warehousing jobs; fresh grads with no prior experience are also welcome • Logistics operations management preferable in 3PL, trucking, distribution or manufacturing environment will be an added advantage • Proficiency in MS office, WMS, Freight Management System (FMS) or LCL digital consolidation platforms • Able to work independently with good analytical skills • Good communication and interpersonal skills • Able to work under pressure in a dynamic environment • Meticulous in details	• Support the day-to-day supply chain or logistics activities of our customers which can cover import container coordination and warehouse planning of console containers. • You will be required to coordinate with customers, contractors, truckers, and transporters to support the execution of these activities. • You will also be required to handle staff administrative matters together with a team of supervisors and admin support staff.	• **Working Hours:** 5 days / week, • **Monday to Thursday** 8.30 am to 6.00 pm • **Friday** 8.30 am to 5.30 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Assistant Executive (Trucking and Warehousing) 💼 ⭐	• Diploma in any discipline • Logistics operations management preferable in 3PL, trucking, distribution or manufacturing environment will be an added advantage • Proficiency in Advanced MS Excel • Able to work independently with good analytical skills • Good communication and interpersonal skills • Able to work under pressure in a dynamic environment • Meticulous in details	• Support the day-to-day supply chain or logistics activities of our customers which can cover end-to-end coordination, operations, including sea/land transport, its intermodal and the accompanying customs formalities and other documentations. • Coordinate with customers, contractors, truckers, and transporters to support the execution of these activities. • Ensure customs compliance and verify delivery documents.	• **Working Hours:** 5 days / week, • **Monday to Thursday** 8.30 am to 6.00 pm • **Friday** 8.30 am to 5.30 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Assistant Operations Executive 💼 ⭐	• Local polytechnic diploma or GCE A levels with 2 H1 and 2 H2 credits. • Willing to perform shift duties.	• Master the fundamentals of vessel operations and resource planning. • Oversee port operations within and throughout PSA Terminals.	• **Working Hours:** 12 hours **rotating shift** • 7.30am - 7.30pm • 7.30pm - 7.30am • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Electrical Engineer (Digital Systems) 💼 ⭐	• Degree in Electrical or Electronics Engineering • Experience in automated Reefer monitoring systems and embedded systems will be an added advantage	• Lead a team of technical staff in the development, operation and maintenance of digital systems and communications services to ensure the delivery of quality solutions and reliable support for terminal operations. • These include systems for Security, Surveillance, Gate,	• **Working Hours:** 5 days / week, • **Monday to Thursday** 8 am to 5.30 pm • **Friday** 8 am to 5 pm

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Wireless Voice Comms and IoT. • Involved in project consultancy for A&A projects and installation of new digital systems.	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Engineer (Equipment Management) 💼 ⭐	• Engineering degree. • Passion for technology • Willing to work outdoors & at heights	• Troubleshoot, repair, maintain & modify automotive, hydraulic, mechanical & electrical systems used in container handling. • Participate in equipment modification projects to improve equipment reliability, maintainability and sustainability.	• **Working Hours:** 5 days / week, • **Monday to Thursday** 8 am to 5.30 pm • **Friday** 8 am to 5 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Network Engineer 💼 ⭐	• Degree in Computer Engineering, Information Systems or a related field • Foundational understanding of IP networking, routing, switching and network security concepts • Eagerness to learn and grow in a complex, high-performance environment • Good communication and problem-solving skills • Be prepared to work in a team providing 24/7 network support • Bonus points if you have internship or project experience in enterprise	• Support the design, deployment and operations of enterprise network infrastructure that powers 24/7 mission-critica port operations • Collaborate with teams across ICT to identify and implement improvements that boost network performance and reliability • Work hands-on with modern networking technologies from leading global vendors • Troubleshoot network issues and support incident management to ensure service continuity • Contribute to automation, monitoring and optimization initiatives for scalable network operations	• **Working Hours:** 5 days / week, • **Monday to Thursday** 8.30 am to 6.00 pm • **Friday** 8.30 am to 5.30 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	networking or cloud environments.		
Operations Executive 💼 ⭐	• Degree in any discipline. • Strong leadership, communication and interpersonal skills. • Results oriented personality who thrives working in a dynamic environment.	• As an operations executive at control centre, you will lead a team of control center supervisors and responsible for the planning of manpower resources and sophisticated equipment, to ensure the quick turnaround of our vessels and prompt connectivity of our customers' containers. • Execute and monitor container handling operations to ensure PSA delivers seamless service to our customers round the clock. • As an operation executive at planning, you will lead a team of ship planners, collaborating with both internal and external stakeholders to meet shift-to-shift ship planning requirements, ultimately ensuring customer satisfaction. • Spearhead container ship planning to achieve optimal cargo distribution for vessel stability, facilitating swift vessel turnaround and seamless connectivity in PSA SG.	• **Working Hours:** 12 hours **rotating shift** • 7.30am - 7.30pm • 7.30pm - 7.30am • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Senior Technical Officer (Construction & Project Management) 💼 ⭐	• Diploma in Civil Engineering, Construction Engineering, Facilities Maintenance or Building Services • At least 5 years of either project management experience in the construction industry or facilities maintenance experience in	• Assist the Superintending officer in managing building construction projects and subsequent maintenance of the buildings in Tuas. • There will be opportunity to experience the full building life cycle from design, planning, construction to maintenance. **Major responsibilities include:**	• **Working Hours:** 5 days / week, • **Monday to Thursday** 8.00 am to 5.30 pm • **Friday** 8.00 am to 5.00 pm

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	commercial/industrial buildings • Experience in construction of building projects with architectural finishes and M&E installation work is preferred • Knowledge of Building Information Modelling will be an advantage • Possesses excellent communication and interpersonal skills • Proficient in MS Work & Excel.	• Supervise construction works, especially architectural works and M&E installation monitor construction progress against planned progress • Conduct regular site safety inspections • Assist in QA/QC • Ensure construction methods are in accordance with approved Method Statements • Liaise with RE/RTO on inspection of structural works. • Coordinate with various stakeholders on facilities requirement to ensure operationality, functionality and ease of maintenance.	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Service Engineer (Digital Systems) 💼 ⭐	• Diploma in Electronics, Electrical or Mechatronics Engineering • Experience in maintenance methodology, network and security system will be an advantage • Comfortable with working outdoors and at height.	• Work with engineers and lead a team of technical specialists to maintain electronics and communications systems. • These include CCTV, Card Access, Trunk Radio and UPS. • You will also provide technical support and consultancy services on these systems. • In addition, you will be involved in projects and tenders for procurement of related systems and equipment.	• **Working Hours:** 5 days / week, • **Monday to Thursday** 8.00 am to 5.30 pm • **Friday** 8.00 am to 5.00 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Systems Analyst 💼 ⭐	• Degree in Computing, Computer Science, Computer Engineering, Information Systems or equivalent • Proficient in programming (C, C++, JAVA) and relational databases and related scripting (Oracle, SQL)	• Create and manage products and solutions that support our business users, customers and solve complex challenges. • Work with users' vendors and project managers to understand processess, pain points and create technical specifications.	• **Working Hours:** 5 days / week, • **Monday to Thursday** 8.30 am to 6.00 pm • **Friday**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Be prepared to work in a team providing 24x7 system support **The following will be highly valued:** • Hands on experience in frameworks like Angular, Spring Boot; Cloud Foundry or similar cloud technology. • Proficiency in Agile Methodologies, such as Extreme Programming (XP) and Scrum • Knowledge of software best practices, like Test-Driven Development (TDD) and Continuous Integration (CI)	• Will be responsible for designing, developing and maintaining software applications using various technologies like Java, C, C++	8.30 am to 5.30 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Technical Officer (Building Management) 💼 ⭐	• Diploma in Civil Engineering, Construction Engineering, Building or Facility Management	• In the team to maintain and manage the facilities within PSA owned and leased buildings, offices and workshops. **Major responsibilities include:** • Plan, prepare, monitor and update building facilities operation and maintenance program and project schedules • Prepare annual budget and expenditure for facilities management and maintenance/project works • Draft contract specifications for calling of quotation/tender for facilities management, maintenance/project works • Coordinate and manage contractors on facilities management, maintenance/project works at offices and buildings	• **Working Hours:** 5 days / week, • **Monday to Thursday** 8.00 am to 5.30 pm • **Friday** 8.00 am to 5.00 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Liaise with government agencies on building related issues.	
Technical Officer (Infrastructure Management) 💼 ⭐	• Diploma in Civil Engineering, Construction Engineering, Building or Facility Management or related fields	• Assist the Civil Engineers/Managers in the maintenance of civil and marine infrastructures in PSA such as roads, container stacking yards and wharves. **Major responsibilities include:** • Plan, prepare, monitor and update infrastructure maintenance programmes and project schedules • Coordinate and manage contractors on maintenance/project works • Prepare annual budget and expenditure for maintenance/project works • Draft contract specifications for calling of quotation/tender for maintenance/project works • Liaise with government agencies on civil and marine related issues.	• **Working Hours:** 5 days/ week, • **Monday to Thursday** 8.00 am to 5.30 pm • **Friday** 8.00 am to 5.00 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Technical Specialist (Service Recovery) 💼 ⭐	• NITEC / Higher NITEC in an engineering discipline • Willing to work outdoors, at heights and on 8 hours or 12 hours rotating shift	• Troubleshoot, repair, maintain and modify automotive, hydraulic, mechanical and electrical systems used in container terminal operations. • May also participate in equipment modification projects to improve equipment reliability, safety and maintainability	• **Working Hours:** **8 hours rotating shift** • 7am - 3.15pm, • 2.40pm - 10.40pm, • 10.15pm - 7.30am **OR** **12 hours rotating shift** • 7am - 7pm • 7pm - 7am • **Employment Type:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
			Full Time • **Job Type:** Permanent • **Location:** NA
Technical Specialist (Equipment Engineering) 💼 ⭐	• NITEC / Higher NITEC in an engineering discipline • Willing to work outdoors, at heights and on weekends	• Troubleshoot, repair, maintain and modify automotive, hydraulic, mechanical and electrical systems used in container terminal operations. • May also participate in equipment modification projects to improve equipment reliability, safety and maintainability	• **Working Hours:** 5.5 days/ week, 8am-5pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Workplace Safety & Health Officer 💼 ⭐	• A degree, preferably in Engineering or Environmental, Health and Safety • Keen interest or knowledge in data analytics • Preferably with experience in occupational safety, health and environmental field, OSH/ ISO documentation, and knowledge of related government regulations • Candidates who are MOM Registered WSH Officers or with experience/certification in Industrial Hygiene will have added advantage.	**Main responsibilities in the department include:** • Driving Workplace Safety & Health initiatives • Conducting Workplace Safety & Health audit and training • Keeping abreast of best Workplace Safety & Health standards and promoting good practices at work • Performing the statutory roles of a Registered Workplace Safety & Health Officer (RSO) • Ensuring corporate compliance with Workplace Safety & Health regulations and statutory requirements.	• **Working Hours:** 5 days / week, • **Monday to Thursday:** 8 am to 5.30 pm • **Friday:** 8 am to 5 pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

#30 PwC Singapore (13 February Only)

At PwC, we help clients build trust and reinvent so they can turn complexity into competitive advantage. We're a tech-forward, people-empowered network with more than 364,000 people in 136 countries. Across audit and assurance, tax and legal, deals and consulting we help build, accelerate and sustain momentum.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Financial Services Assurance - Accountancy Associate 💼 ⭐	• Final year Accountancy student from a local/overseas university • Good track record of academic achievements • Active involvement in co-curricular activities • Strong leadership, interpersonal and communication skills • Ability to work effectively in a fast-paced and dynamic environment • Team player and keen learner • Strong interest in the financial sector	• You will provide assurance services for financial services clients in their financial performance and operations of business; including management structures, information systems and controls using our innovative global audit methodology • You will deliver a broad range of innovative and cost-effective solutions for financial control regulatory reporting, shareholder value and technology issues • You will be exposed to projects across different industry/sector	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
General Assurance - Accountancy Associate 💼 ⭐	• Final year Accountancy student from a local/overseas university • A good track record of academic achievements • Strong involvement in co-curricular activities • Strong leadership, interpersonal and communication skills • An ability to work effectively in a fast-paced and dynamic environment • A team player and keen learner	• You will provide assurance services in financial performance and operations of businesses including management structures, information systems and controls using our innovative global audit methodology • You will deliver a broad range of innovative and cost-effective solutions for financial control regulatory reporting, shareholder value and technology issues	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Goods and Services Tax Associate 💼 ⭐	• Final year Accountancy/Business student from local and overseas universities • Good track record of academic achievements • Strong interpersonal and communication skills • Ability to work effectively in a fast-paced and dynamic environment • Good analytical skills • Team player and keen learner	• You will provide advisory and compliance services to a wide range of exclusive clients • You will help clients manage their Goods and Services Tax (GST) reporting • You will conduct GST reviews and liaise with the Inland Revenue Authority Of Singapore (IRAS) on client matters	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Risk Services - AI Hub Transformation Associate 💼 ⭐	• Supporting the AI Hub Transformation team around project management • Supporting the AI Transformation Lead with activities in go to market (e.g. preparing materials for client presentations) • Contributing to seamless communications and collaboration with AI stakeholders • Working closely with territory and Line of Service (LoS) leadership to align and collaborate on Singapore AI digital priorities • Organising and coordinating engagement with stakeholders • Support the onboarding and alignment of AI tools with both local and global strategies	• Those in artificial intelligence and machine learning at PwC will focus on developing and implementing advanced AI and ML solutions to drive innovation and enhance business processes. • Your work will involve designing and optimising algorithms, models, and systems to enable intelligent decision-making and automation.	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Risk Services - Cyber Security Audit Associate 💼 ⭐	• Collaborate with the team to deliver comprehensive cybersecurity services to clients. • Assist in the planning and execution of technology and cybersecurity audits. • Collaborate with client's teams to gather necessary audit evidence and documentation. • Evaluate the design and operating effectiveness of IT controls related to data security and cybersecurity etc. • Identify potential risks, vulnerabilities, and areas for improvement within IT systems and processes. • Prepare clear and concise audit reports, including findings and recommendations for management.	• As part of the Cybersecurity & Data Privacy team, you will help clients enhance their security posture through services such as cybersecurity risk assessments, IT security testing, and technology regulatory compliance reviews.	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Risk Services - Cyber Technology New Areas Associate 💼 ⭐	**Cloud Security:** • Work on client engagements involving performing tasks such as Cloud and system security controls assessments, Cloud risk and resilience and Cloud regulation framework reviews, vulnerability assessments under the supervision of a Senior or Manager • Assist team to provide advisory around cloud governance, framework, policies and processes	• Apply for our Cloud team where you will undergo training programme with PwC to acquire skillset in Cloud and Cybersecurity and have mentors to advice and support in the development of your career, training pathway and everyday working practices.	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Evaluate technical and business requirements and documentation on risk aspects • Present recommendations and alternative approaches in respect of risk prevention, mitigation, and response to clients based on impact to infrastructure, as well as process design and build **Data Protection:** • Support assessments of clients' data protection practices against local regulations (such as PDPA in Singapore) and international standards (e.g., GDPR, ISO 27701, ISO27001, NIST Cybersecurity and Privacy frameworks). • Assist in performing gap analyses and compliance assessments, contributing to detailed reporting and actionable recommendations. • Work closely with experienced consultants on client engagements involving risk management, governance frameworks, and regulatory compliance. • Engage with various tools and technologies used in data security, privacy management, and risk assessment.		

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Collaborate across multidisciplinary teams, assisting with the establishment and uplift of data and cybersecurity measures for our clients. **Cyber Simulation:** • Working with the team for the end-to-end conduct of cybersecurity exercises, including exercise planning, scenario development, and reporting. • Conducting current state discovery to understand the client's technology infrastructure, cyber resilience programmes, incident response plans, and scenario-specific playbooks. • Designing exercise scenarios that are relevant to and aligned with the client's specific environment and context. • Engaging relevant business, operational, technical, and management teams in preparing for the cybersecurity exercise. • Providing recommendations to the client on improvements to their existing set-up and plans		

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Developing the exercise report and providing observations and recommendations that are meaningful and relevant to the client's context. • Proactive support in business development activities such as bid management, proposal formulation, and client presentations, including adhering to internal risk management and compliance policies. **Security Governance Standard & Strategy** • Support development of cyber security strategies for organizations. • Deliver gap assessments and reviews against cybersecurity standards such as NIST and regulations such as CSA Cybersecurity Codes of Practice (CSA CCoP), ISO27001, CSA Cyber Trust Mark and others. • Collaborate with client's teams to gather necessary evidence and documentation. • Evaluate the design and operating effectiveness of IT controls related to cybersecurity etc. • Identify potential risks, vulnerabilities, and areas for improvement within IT systems and processes. • Support clients in their remediation activities to		

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	comply with the cybersecurity standards and regulations. The activities may encompass policy development, process design and training. • Prepare clear and concise reports, including findings and recommendations for management. **Risk Assessment** • Work on client engagements involving performing tasks such as threat modelling, cybersecurity risk identification, risk analysis and risk evaluation under the supervision of a Senior Associate or Manager • Assist team to conduct interviews and workshops with clients for gathering information required for assessment • Strong capability to understand and assess technical controls and processes of systems • Strong written and verbal communication skills; ability to translate technical risks to business impact • Produce prioritized, risk-based recommendations and alternative approaches to prevent, mitigate and respond to identified cybersecurity risks		

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Familiarity with threat models and frameworks such as STRIDE-LM, MITRE ATT&CK and NIST Cybersecurity Framework is preferred		
Risk Services - Digital Audit Associate 💼 ⭐	• Collaborate with technology and business professionals to advise clients on technology risks across business processes, applications and IT risk management frameworks – including cybersecurity and data privacy. • Conduct risk assessments by documenting client processes and IT systems to identify key risk points. You will evaluate the effectiveness of controls and perform IT control testing to identify control deficiencies. • Support audit engagements through data extraction and analysis, utilizing tools like Excel, SQL, Python and Alteryx to enhance the IT audit procedures and deliver data-driven recommendations. • Collaborate with cross functional teams within Risk Services, contributing innovative ideas that support business transformation and advancement of technology initiatives.	• Apply for our Digital Audit team to acquire skillsets in IT general controls review. You will have mentors to advise and support in the development of your career, everyday working practices and market best practices.	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Risk Services - Governance, Risk & Compliance Associate 💼 ⭐	• Final year Accountancy student from a local/overseas university (non-accounting graduates with strong interest in governance, risk and compliance advisory work are also welcome to apply) • Good track record of academic achievements • Active involvement in co-curricular activities • Strong leadership, interpersonal and communication skills • Ability to work effectively in a fast-paced and dynamic environment • Team player and keen learner	• You will work with and support a team of Governance, Risk & Compliance (GRC) professionals to deliver our services to clients in a wide range of industries (which include but are not limited to Asset Management, Automotive, Banking & Capital Markets, Communications, Consumer & Industrial Products, Energy, Engineering & Construction, Government & Public Sector, Healthcare, Pharmaceutical & Medical Devices, Real Estate & Hospitality, Retail & Distribution, Technology and Transportation & Logistic Solutions). • The above include challenging and varied assignments (with use of Data Analytics and other technology-driven tools) that cover the following different types of GRC work: • Internal Audit and Pre-IPO Internal Controls reviews • Information Technology General Controls reviews • Sarbanes-Oxley (“SOX”) reviews • Grant Certification Audits • Enterprise Risk Management and other risk advisory projects • Note: When not deployed on GRC work, you may also be deployed, on a short-term basis, to support external audit teams to hone your audit-related capabilities for critical foundational learning & development objectives	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Risk Services - Regulatory Risk & Compliance Associate 💼 ⭐	• **Fuel our growth:** Contributing to client proposals and pitches. • **Act as a trusted advisor:** Guide clients through the maze of regulations issued by the Monetary Authority of Singapore (MAS) and strengthen their regulatory processes and obligations. • **Build strong foundations:** Support your managers in developing robust regulatory frameworks, policies, procedures and their implementation. • **Ensure compliance:** Design monitoring plans, conduct compliance testing, and devise effective recommendations to improve processes and controls. • **Perform vital audits:** Conduct regulatory compliance reviews for our financial services audit clients. • **Step into our clients' shoes:** Seize secondment opportunities to fully understand our clients' needs and operations. • **Collaborate globally:** Work with diverse PwC teams and offices worldwide to serve our global clients. • **Embrace digital transformation:** Keep up to date with	• Join our vibrant Regulatory Risk and Compliance team, where we empower a broad range of financial service clients—including banks, insurance firms, and payments companies—to meet their regulatory and compliance obligations. As a newly minted associate, you'll gain invaluable experience in the diverse sectors within our team, learning from each industry's unique challenges and opportunities.	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	technology trends in financial services to support the implementation of IT regulatory compliance initiatives. • Actively contribute ideas and explore the potential of digital tools to enhance client offerings and internal operations.		
Tax - Digital Tax (Data Scientist) Associate 💼 ⭐	• Degree in a Quantitative field (Data Science, Computer Science, Applied Statistics, Mathematics, etc.) with at least 2 - 3 years of working experiences. • Knowledge and experience in statistical and data mining techniques. • Experience visualising/presenting data for stakeholders • Adequate experience working in a data analytics role within a financial / professional services firm or in an engineering capacity. • Proficient in the use of statistical modelling, algorithms, data mining and machine learning. • Programming experience in SQL, Python, Cloud platforms and other relevant technical skills. • Familiarity with mathematical, statistical and programmatic knowledge with LLMs will be preferred.	• A career in our Digital Tax Unit will provide you with the opportunity to work on Tax technology strategy and solutions. Specific responsibilities include but are not limited to: • Partnering with internal stakeholders and/or clients to enable them to understand the value in their data through analytics and visualization. • Develop predictive modeling, statistics, data mining and other data analysis techniques to collect, explore and extract insights from data. • Mine and analyse data from data sources to develop new products offering or drive optimisation and improvement of product development, marketing techniques and business strategies. • Develop, utilise and maintain predictive/LLM models to identify targeted business outcomes, measure business risk, and optimize user experiences.	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Displaying thorough written/verbal communication skills and using presentation specialization to convey complex ideas to client & internal staff.	• Use data and models to drive the development of risk mitigation strategies and interventions for clients while preserving and improving the user experience. • Manage end-to-end projects - clarify requirements and devise research approaches. • Stay on top of current business and industry trends.	
Tax - Digital Tax Associate 💼 ⭐	• A degree in Accounting, Finance, Business, Data Analytics, Computer Science, Information Systems, or any related discipline is required • Fresh graduates are welcome to apply • Ability to work effectively and be hands-on in a fast-paced and dynamic environment • Good inter-personal and communication skills • Self-starter and keen to use any tools or technology to solve problems • Good understanding of software development life cycle • Development and/or implementation of tax technology solution • Knowledge in database systems (e.g, MS SQL, Postgre SQL, Ora)	• **System implementation**: Understanding business requirements, developing functional specs and working closely with the system integrator, this includes new development or system enhancement of the existing technology solutions. • **Data and Systems Effectiveness**: Embed the needs of Tax into IT systems to increase automation and data quality throughout tax processes; automate tax processing, tax compliance and reporting through various tax technologies. • **User Experience**: Be responsible for the usability and suitability of the IT systems / solutions	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Tax NewLaw Associate 💼 ⭐	• Assist clients in areas such as operating strategy, process optimisation, spend analysis, legal contracts transformation, and digital transformation.	• In NewLaw, we are seeking a Consultant to help legal departments optimise their functions, reduce costs, and provide greater value. • The role involves working with high-profile clients and	• **Working Hours:** 5 days /week • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Help clients evaluate and implement legal technology solutions and oversee PwC SG NewLaw managed services • Gather business requirements, analyse functional requirements, implement processes and systems, and provide project management support. • Manage client expectations through proactive communication and engagement. • Conduct market research and interviews for clients including but not limited to legal tech landscape review, legal opportunity analysis, and market opportunity research. • Assist in generation of reports, presentations, pitch decks, proposals, and any documents necessary for client deliverables or RFQs.	using innovative tools to transform legal processes.	• **Job Type:** Permanent • **Location:** NA

#31 Raffles Hotel Singapore

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

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Accounting Officer (Accounts Receivable) 💼	• Basic Accounting knowledge or Certificate in Accounting / London Chamber of Commerce and Industry. • Minimum of 2 years of relevant experience in the hotel industry. • Strong working knowledge of Microsoft Office and Opera Cloud. • Good communication and interpersonal skills.	• The position is responsible for ensuring that accurate processing and posting of all charges and payments into Property Management System occurs and to assist Credit Manager in maintaining the proper accounts receivable procedures within the hotel in accordance with local and corporate policies and procedures.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Assistant Executive Housekeeper 💼	• Diploma or Degree preferably in hospitality or related field. • Minimum 7 years in industry experience with minimum 5 years in middle management positions. • Experience in luxury hotel/resort. • Good communication and interpersonal skills. • Working knowledge of Microsoft Office (Excel, Outlook, PowerPoint, Word) and Opera Cloud system. • Exercises sensitivity and discretion when dealing with guests and colleagues issues and constantly improve the	• The position is responsible for assisting the Director of Housekeeping in the overall management and strategy enactment of the Housekeeping Department. • The focus of this position is to handle the day to day flawless operation of rooms cleaning, public areas as well as laundry.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	guest service experience. • Confidently able to resolve problems and make decisions.		
Assistant Housekeeper 💼	• Diploma or Degree preferably in hospitality or related field. • Minimum 4 years of relevant industry experience, minimum 2 years in a management level position. • Experience in luxury hotel / resort environment. • Oral and written fluency in English. • Ability to converse in other languages is an advantage. • Working knowledge of Microsoft Office (Excel, Outlook, PowerPoint, Word) and Opera PMS. • High level of confidence and strong interpersonal skills to handles all levels of communication to colleagues and guests.	• The position is responsible for managing the department in a professional, efficient and flexible manner. • He/she is also responsible for ensuring maximum guest satisfaction and high standards of cleanliness throughout the hotel, which is achieved through consistent planning, organising, directing, and controlling the Housekeeping Department operations and administration.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Bellman ⭐	• Minimum of 1 year of relevant experience in the hotel industry. • Possesses strong communication and interpersonal skills. • Ascertains and addresses guest/colleague needs. • Focuses on service with an eye for detail and an approachable attitude.	• The position is responsible to supervise and handle all porterage tasks in a detailed and timely manner as well as to participate in creating experiential and memorable Raffles Hotel Singapore experiences for residents.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Butler Supervisor	• Diploma or Degree from School for Tourism and Hotel Management.	• A Butler Supervisor plays a vital role in overseeing the daily operations of the Butler	• **Working Hours:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Minimum 3 years' relevant experience. • Excellent communication and interpersonal skills. • Ascertains and addresses guest/colleague needs. • Focuses on service with an eye for detail and an approachable attitude. • Works well under pressure, analyses and resolves problems, exercises good judgment and with a high degree of professionalism.	team, filled with purpose in actions to contribute and deliver experiences that are astounding and superlative. • A person, who organises all tasks of Butlers, guides and inspires the Butlers through examples, innovative-thinker, embodies a strong sense of leadership, communicator who creates an atmosphere that is positive for both team and residents.	5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Chef de Parite ⭐	• Minimum Professional Certificate in a Culinary-related field . • Minimum of 3 years of relevant experience in the Food & Beverage industry (hotel and free standing restaurant) in similar position, preferably in a reputable establishment or celebrity chef restaurant. • Good interpersonal skills with ability to communicate with all levels of colleagues. • Service oriented with an eye for details.	• The Chef de Partie is responsible for the supervision of the assigned kitchen's operation to achieve and maintain the highest standards of food quality preparation and guest satisfaction. • Main responsibilities include but not limited to quality and cost control as well as learning and development of colleagues.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Food & Beverage Service Associate ⭐	• Certificate or diploma in hospitality or related field or minimum of 6 months hands on experience in food service position, similar operations style. • Good communication and interpersonal skills.	• The Food and Beverage Service Associate is responsible for delivering friendly and efficient Food and Beverage service according to hotel Standard Operating Procedures in order to meet guest dining experience expectations.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Able to work as part of a team. • Guest and people oriented.		• **Location:** 1 Beach Road (S)189673
Food & Beverage Service Executive ⭐	• Certificate or Nitec in hospitality or related field. • Minimum 2 years of relevant experience in an international cuisine restaurant. • At least 1 year of relevant experience in a similar capacity is an advantage. • Good communication and interpersonal skills	• The Food and Beverage Service Executive supervises his/her team members through proactive, interactive and reactive leadership, allowing each member of the team to feel confident and to completely satisfy our guests during their dining experience. • He/she assists the management in supervising the overall operation and service standards of the restaurant to meet and exceed guests' dining experience expectations as well as to contribute to the achieving of the outlet's set financial and other targets.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Head Sommelier 💼	• Degree in Hotel Management. • Certificate in Wine or equivalent (i.e. WSET Level 3). • Minimum 1 year of managerial experience with at least 3 years of relevant experience. • Minimum of 1 year experience in a Michelin Star restaurant is required.	• The position is responsible for delivering friendly and efficient wine service that meets guest dining experience expectations. • The Head Sommelier is concerned with assisting/supporting the Food and Beverage leadership team in daily operations and duties of the outlets. • The Head sommelier is taking ownership and responsibilities and he/she is fully in charge of outlet operations.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Housekeeping Supervisor	• Certificate or diploma in hospitality or related field. • Minimum 2 years in housekeeping position,	• The position is responsible for ensuring the ongoing impeccable cleanliness and organisation of public spaces and facilities in accordance	• **Working Hours:** 5 days / week, 44 hours/ week

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	minimum 1 year as Supervisor. • Housekeeping/ Supervisory experience in luxury hotel / resort. • Good technical skills for Housekeeping. • Supervisory and leadership skills – collaborative, enabling, and entrepreneurial. • Confident and good interpersonal skills to handles all levels of communication to colleagues and guests. • Use / knowledge of OPERA.	with established standards of the hotel. • He/she needs to maintain the impeccable cleanliness in his/her area of responsibility as per hotel standards related to the nightly deep cleaning by outside companies as per contractual agreement in public spaces and back-of-house areas.	• **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Lobby Ambassador (Front Office) ⭐	• Diploma and Degree from preferably hospitality or related field. • Minimum 1 to 3 years relevant experience. • Excellent communication and interpersonal skills. • Focuses on service with an eye for detail and an approachable attitude.	• The Lobby Ambassador (Front Office) is responsible in managing various aspects of the Lobby operation in the delivery of the Raffles Hotel Singapore's service experience throughout the entire guest journey.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Lobby Host (Front Office) ⭐	• Education qualification from preferably hospitality or related field. • Minimum 1 year of relevant experience. • Displays exceptional interpersonal and communication skills. • Naturally warm, polished, and confident presence.	• The Lobby Host is the face of the Raffles Hotel Singapore Lobby, responsible for welcoming and engaging all visitors and residents with warmth, poise, and professionalism. • This role ensures every guest and visitor is acknowledged, assisted, and connected to the appropriate department, while maintaining the exclusivity, security, and ambiance of the Lobby at all times.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Lobby Manager (Front Office Duty Manager) 💼	• Diploma or Degree from preferably hospitality or related field. • Minimum 5 years relevant experience with at least 2 years at a management level. • Excellent interpersonal and communication skills. • Ascertains and addresses guest/colleague needs. • Directs, trains and motivates individuals and creates and maintains a cohesive team. • Focuses on service with an eye for detail and an approachable attitude.	• The position is responsible for conducting all teams partaking in a guest's arrival and departure. The Lobby Manager also acts as the center of all communication and action during any irregular incident during a resident stays or guest visits.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Lobby Supervisor (Front Office)	• Diploma or degree from preferably hospitality or related field. • Minimum 3 years' relevant experience with at least 1 year at a supervisory level. • Excellent communication and interpersonal skills. • Supervises, trains and motivates individuals and creates and maintains a cohesive team. • Strong working knowledge of Microsoft Office and Opera Cloud	• The position is responsible in managing various aspects of the Lobby Operation at Raffles Hotel Singapore and ensures the seamless delivery of the service experience throughout the entire guest journey. • Together with the Lobby Operations management team, the Lobby Supervisor acts as the center of all communication and action during any irregular incident during a guest's stay.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Mixologist	• At least 2 years of experience in craft cocktail programs. • At least 2 years of supervisory bar experience with similar standing or profile.	• The Mixologist is one of the key pillars of the restaurant, leading the venue personality and soul. • The Mixologist is to assist the restaurant management team, to lead, supervise the	• **Working Hours:** 5 days / week, 44 hours/ week

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Experience with luxury hotel properties and/or Michelin rated restaurants. • In-depth knowledge of classic/international cocktails, spirits and hospitality.	bar operation and maintain the service standards of the restaurant/bar, to meet and exceed the guest's experience.	• **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Outlet Manager (Long Bar) 💼	• Bachelor Degree in Food & Beverage/Hospitality Management or extensive hands on experience in a cocktail bar concept. • Minimum of 5 years of experience in the hotel or free-standing restaurant and bar environment, minimum 2 years in similar position. • Strong working knowledge of Microsoft Office. • Strong communication and inter-personal skills. • High level of confidence and strong interpersonal skills to handles all levels of communication to colleagues and guests.	• The Outlet Manager is the "face", leading the venues' personalities and soul. • He/she is responsible for supervising the overall operation and service standards of the outlets to meet and exceed guests' dining experience expectations as well as to contribute to the achieving the set financial and other targets. • Main responsibilities include, but are not limited to, creating a Food and Beverage destination within Raffles Hotel Singapore, maximising revenues, achieving financial and quality targets, marketing, confirming required staffing levels, conducting training and development of the team.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Raffles Butler ⭐	• Diploma or Degree from School for Tourism and Hotel Management. • Minimum 2 years' relevant experience. • Excellent communication and interpersonal skills. • Ascertains and addresses guest/colleague needs.	• The Raffles Butler is at the center of the Raffles Hotel Singapore residents' service experience. • This position encompasses a spectrum of responsibilities from pre-arrival, arrival, in-house and departure arrangements. • The Butler will strive to listen attentively, observe the little details, and personalise interactions with the aim to	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Focuses on service with an eye for detail and an approachable attitude. • Works well under pressure, analyses and resolves problems, exercises good judgment and with a high degree of professionalism.	anticipate and be intuitive of residents' needs and wants. • An ambassador of the hotel, well-rounded in all areas of the hotel, including Rooms, Food and Beverage, Spa and other resident touched areas.	
Raffles Service Executive / Agent (Reservations) ⭐	• Diploma of Degree preferably in hospitality or any related field • Knowledge of and experience of relevant software applications – spreadsheets, word processing and database management • Minimum of 2 years of relevant experience in the hotel industry • Strong interpersonal and communication skills	• The Raffles Service Executive / Agent delivers friendly and professional service that meets guest's call experience expectations and is able to answer all types of enquiries. • The position offers a centralised communication service in an efficient manner supporting all departments of the Hotel and is supervising Raffles Service Agents ensuring every call meets the standards.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Resident Bartender ⭐	• At least 1 year of relevant bar experience with similar standing or profile. • Knowledge of classic/international cocktails, spirits and hospitality. • Previous relevant bar experience with similar standing or profile as bartender. • Passionate in beverage and cocktail making and knowledge of alcoholic beverages and mixing of drinks.	• The Resident Bartender prepares mixes and serves drinks and beverages correctly to all guests. • He/she engages with our guests during their visit, receives and serves orders and delivers accordance to Raffles Hotel Singapore service standards.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Security Officer	• Must be a registered Security Officer with Police Licensing & Regulatory Department	• The Security Officer delivers the safety and security measures that meet the	• **Working Hours:** 5 days / week,

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	(PLRD) and holds a valid Security License issued by PLRD. • Secondary education with WSQ Certification in Security Operations. • Certified in First Aid, CPR and AED. • Certified CERT member as per Singapore Civic Defence Force (SCDF) guidelines under High Risks Installation (HRI) Tier 1 • Minimum of 2 years of relevant experience in the hotel industry. • Ability to remain calm under duress.	requirement of the Hotel Management.	44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Senior / Facilities Technician ⭐	• Nitec Certificate in Building Facilities Maintenance, Electrical / Electronics, Air conditioning servicing and/or Plumbing. • Minimum of 1 year of relevant experience. • Good working knowledge of Microsoft Office.	• The Senior / Facilities Technician is responsible for daily engineering sections to support the hotel operations.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Senior / Housekeeping Attendant (Rooms) ⭐	• Primary school education. • Good interpersonal skills with multi-cultural awareness and able to work alongside a team of colleagues from different cultures. • Service oriented with an eye for details. • Ability to work efficiently and independently under pressure in a dynamic environment.	• The Housekeeping Attendant (Rooms) is responsible for the immaculate upkeep and cleanliness of all the suites and work areas in their assigned sections.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Flexible and able to embrace and responds to change effectively. • Self-motivated and energetic.		
Senior / Raffles Service Manager (Reservations) 💼	• Minimum Degree holder or equivalent. • Previous experience in Opera Property Management system is an asset. • Understanding of Revenue Management processes. • Knowledge and experience of relevant software applications – spreadsheets, word processing and database management. • Minimum 5 years of relevant experience in the hotel industry.	• The position creates and maintains reservation sales strategies to achieve revenue goals and achieve highest level of guest and employee satisfaction.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Sommelier 💼	• Certificate or diploma in Hospitality or related field. • Certificate in Wine or equivalent (e.g. Court of Master Sommeliers, WSET Level 3 etc.). • 1 to 2 years in a wine service position, or similar operations. • Has Service or Retail experience. • Excellent interperson and communication skills.	• The position is responsible for delivering friendly and efficient wine service that meets guest dining experience expectations. • The Sommelier is concerned with assisting/supporting the Head Sommelier in daily operations and duties of the outlets.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Sous Chef / Junior Sous Chef (Pastry)	• Minimum Professional Certificate in a Culinary-related field. • Minimum of 6 years of relevant experience in the Food & Beverage industry with at least 3 years in fine dining	• The position supports and assists the Pastry Chef in the supervision of the pastry production for new restaurant at Raffles Hotel Singapore, ensuring the highest standards of food quality and guest satisfaction are	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	restaurant in similar position, preferably in a reputable establishment or celebrity chef restaurant. • Proficient in written and conversational English. • Prior international work experience of at least 6 months.	consistently achieved and maintained. • Main responsibilities include, but not limited to, marketing, staffing, quality, training and development of team members.	Full Time • **Location:** 1 Beach Road (S)189673
Spa Attendant ⭐	• Ability to provide legible communication. • Minimum one year experience in customer service, hospitality or the spa industry. • Good interpersonal and communication skills.	• Taking guidance and instruction from the Senior Spa Attendant, the Spa Attendant is responsible for the hygiene, cleanliness and sanitisation of the spa and gym. • They are required to orientate guests with the spa facilities, greeting guests as they enter the facilities and providing personal guest service.The Spa Attendant is also responsible for keeping the lounges, lockers and other guest areas neat, clean and well stocked with all amenities.	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673
Spa Therapist	• Certified Spa Therapist (recognized local or international qualification) • Minimum 1–3 years' experience in a luxury spa or hotel environment preferred • Excellent guest service delivery • Proficient in massage and body treatments; facial certification an advantage • Strong communication and interpersonal skills	• The Spa Therapist delivers exceptional, personalized spa treatments that reflect the spa's luxury standards, ensuring memorable guest experiences while maintaining the highest levels of professionalism, hygiene, and service excellence. • In addition to delivery of spa treatments, responsibility will also include retailing of homecare products, maintenance of equipment, inventory of products and treatment tools and supplies and acknowledging and responding to relevant	• **Working Hours:** 5 days / week, 44 hours/ week • **Employment Type:** Full Time • **Location:** 1 Beach Road (S)189673

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		customer queries, needs and expectations.	

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#32 recruitSG (14 February Only)

recruitSG is a Recruitment Partner that helps businesses hire the right people & build high-performing teams to drive your business forward. We believe the foundation of business success lies in having the right talent. Our expertise lies in building the right teams for businesses through a wide range of tailored recruitment solutions

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Back of House ⭐	**Required Skills & Experience** • At least 3–5 years of experience in a commercial kitchen or BOH role • Experience supervising or leading kitchen staff is preferred • Able to work efficiently in a fast-paced, high-volume environment • Physically fit and able to stand for long hours and handle kitchen equipment • Strong sense of responsibility, cleanliness, and attention to detail • Good teamwork and communication skills • Willing to work shifts, weekends, and public holidays • Can work in a non-halal certified establishment	• We are seeking a reliable and detail-oriented Back of House (BOH) Supervisor to support kitchen operations and ensure consistent food quality, hygiene standards, and efficient workflow. • This role plays a critical part in maintaining smooth daily kitchen operations in a fast-paced restaurant environment. • The company is a well-established Japanese restaurant located in Singapore's CBD, recognised for delivering authentic Japanese cuisine prepared to high standards. • Our team values discipline, teamwork, and operational excellence to ensure every dish meets quality and safety expectations. **Key Responsibilities** • Supervise daily kitchen operations to ensure efficiency and consistency • Coordinate food preparation and cooking according to established recipes and standards • Ensure timely preparation of dishes to support smooth service flow • Monitor food quality, portion control, and presentation before service	• **Working Hours:** 5.5 days /week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Oversee cleanliness, organisation, and sanitation of kitchen areas • Ensure proper handling, storage, and labelling of food items • Manage stock usage and assist with inventory control and minimising wastage • Train and guide junior kitchen staff on procedures and best practices • Work closely with Front of House teams to ensure seamless coordination during service • Adhere strictly to food safety, hygiene, and workplace safety regulations **Why Join Us?** • Join a reputable Japanese restaurant in a prime CBD location • Gain hands-on leadership experience in a professional kitchen environment • Structured on-the-job training and career progression opportunities • This is in partnership with the Employment and Employability Institute Pte Ltd (“e2i”). • 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	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		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. • By applying for this role, you consent to recruitSG's PDPA and e2i's PDPA.	
Business Development Executive 💼 ⭐	**Required Qualifications & Experience** • B2B sales experience (services preferred), with evidence of consistent target attainment. • Comfortable with outbound prospecting and building pipeline from scratch. • Experience selling into multi-stakeholder environments and navigating procurement processes. • Strong communication skills: can explain process, risk controls, and value clearly and credibly. • Process discipline: able to manage pipeline, follow SOPs, and keep CRM clean. • Willingness to travel to customer sites for meetings/site assessments as needed. **Preferred Qualifications** • Experience in one or more of: ITAD, secure data destruction,	• We are hiring a Business Development Executive who is self driven and results orientated to join our Singapore Sales Team. **Key Responsibilities:** 1) Pipeline Generation (Outbound + Inbound) • Build and manage a target list of ICP accounts (semiconductor, memory, tech, and related supply chain players). • Conduct outbound prospecting via calls, emails, LinkedIn and referrals to generate qualified meetings. • Respond to inbound leads promptly and convert them into qualified opportunities. • Maintain consistent activity and follow-up cadence; keep accurate records of outreach and outcomes. 2) Qualification & Discovery • Run discovery calls to understand customer requirements: data sensitivity, asset types, volumes, site constraints, compliance expectations, and reporting needs.	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Location:** NA

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	recycling/waste management, facilities services, logistics, compliance-led services, or selling to technology/ manufacturing clients.	• Map the buying committee and influence path • Qualify opportunities based on fit, need, stakeholders, timeline and commercial viability. • Secure clear next steps (site walk, proposal review meeting, procurement introduction). 3) Solutioning, Proposal & Commercials • Develop solutions and scopes of work aligned to customer needs • Prepare proposals using approved templates; present and walk customers through the proposal (not just send it). • Collaborate internally to ensure feasibility and operational alignment; request approvals for non-standard terms or pricing exceptions. • Negotiate within defined pricing and margin guardrails; maintain commercial discipline. 4) Procurement & Onboarding Management • Drive vendor onboarding processes: questionnaires, required documentation, insurance, compliance forms, site requirements, and contract/PO steps. • Coordinate and track progress across stakeholders to reduce cycle time and remove bottlenecks. • Support contract discussions in collaboration with	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		management/legal where applicable.	
Creative GenAI Executive 💼 ⭐	• Diploma or Degree in Design, Fine Arts, Creative Media, Advertising, Marketing, or related fields. • Open to fresh graduates with a strong portfolio. • Solid fundamentals in creative concept development. • Interest or experience in GenAI-assisted creative work. • Strong communication and collaboration skills • Comfortable working in a fast-moving, start-up environment.	• We are hiring a Creative GenAI Executive based in Singapore to support creative ideation and execution while integrating GenAI into everyday creative workflows. **Key Responsibilities** • Conceptualise and develop creative ideas for: a) Digital marketing campaigns b) Social and content-led initiatives c) Brand storytelling and visuals • Use GenAI tools to support and enhance creative output. • Translate briefs into strong creative concepts and executions. • Collaborate closely with internal teams and clients. • Research and recommend new GenAI tools or creative approaches. • Ensure all outputs align with campaign goals and brand standards. **Why Join Us** • Direct mentorship from senior advertising professionals. • Real ownership over creative work. • Exposure across strategy, creative, and execution. • Opportunity to grow with an independent agency on the rise.	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Location:** NA
Customer Success Executive 💼 ⭐	• Enjoy communicating with people and delivering customer-focused service.	• We are seeking to hire a Customer Success Executive, to act as the front-facing ambassador of the company's retail outlet.	• **Working Hours:** 5 days /week • **Employment Type:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Comfortable engaging walk-in customers in a retail environment. • Good command of English and additional ability to speak local dialects is an advantage. • Interest in automotive products (cars, tyres, rims); prior automotive knowledge is a plus but not mandatory. • Pleasant, approachable personality with a calm and service-oriented mindset. • Able to work retail hours and weekends (5.5-day work week).	• You will mainly be welcoming customers, understanding their needs, and delivering a pleasant, reassuring service experience. • Success in this role comes from building rapport, providing honest advice, and naturally converting conversations into sales through trust and service quality. • This position is ideal for individuals who enjoy interacting with people, take pride in service excellence, and prefer a relationship-based approach to customer engagement. **Key Responsibilities** • Greet walk-in customers warmly and create a comfortable, welcoming in-store experience. • Engage customers in conversation to understand their vehicle needs and concerns. • Provide clear explanations and recommendations on automotive products such as tyres, rims, and related services. • Coordinate with technicians and internal teams to ensure smooth service delivery. • Handle customer enquiries, follow-ups, and basic after-sales support. • Maintain a professional and organised store environment. • Support sales conversions through service-led engagement rather than hard selling.	Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Why Join Us? • High-performing Customer Success Executives can progress into Senior Customer Roles and eventually Retail Store Manager positions, based on performance, leadership potential, and service excellence. • Commission provided on top of basic salary. • Supportive retail team environment. • Customer-first culture with no aggressive sales pressure. • This is in partnership with the Employment and Employability Institute Pte Ltd ("e2i"). • 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. • By applying for this role, you consent to recruitSG's PDPA and e2i's PDPA.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Digital Media Executive 💼 ⭐	• Diploma or Degree in Marketing, Communications, or related field. • 2–4 years of hands-on experience managing paid ads on Meta, TikTok, and/or Xiaohongshu (experience in beauty, aesthetics, or lifestyle brands preferred). • Strong analytical mindset — confident interpreting campaign data, A/B test results, and performance dashboards. • Familiar with pixel installation, audience segmentation, conversion tracking, and retargeting strategies. • Ability to craft compelling ad copies and visuals that align with brand tone and medical-aesthetic positioning. • Proficiency in English, Mandarin Proficiency is a plus (for campaign copywriting, audience engagement, and Xiaohongshu content coordination). **Preferred Attributes** • Passionate about the beauty, skincare, and aesthetics industry. • Able to balance creativity with performance-driven results.	• The Digital Buyer will be responsible for planning, executing, and optimising paid advertising campaigns across Meta, TikTok, and Xiaohongshu (Little Red Book). • The ideal candidate has a strong grasp of beauty and lifestyle audiences, understands performance marketing metrics, and can translate creative visuals into measurable conversions. • This opportunity is open to candidates based in Singapore or those seeking to work remotely. **Key Responsibilities** • Plan and execute paid media campaigns across Meta, TikTok, and Xiaohongshu to drive brand awareness, clinic traffic, and lead generation. • Optimise ad performance through data-driven decisions — analyzing results, adjusting targeting, creative, and bidding strategies to meet CPL/ROAS goals. • Develop platform-specific strategies to reach beauty-interested audiences and convert them into consultations or appointments. • Collaborate with design and content teams to ensure ad creatives reflect brand aesthetics and resonate with target segments. • Monitor and report campaign performance, producing clear insights and actionable	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Resourceful, agile, and comfortable in a fast-paced digital marketing environment. • Strong communication skills to collaborate effectively with marketing, design, and operations teams.	recommendations for continuous improvement. • Stay informed of beauty industry trends, competitor activities, and algorithm updates across all platforms to ensure campaigns remain relevant and effective. • Manage campaign budgets efficiently, balancing performance and cost while maximizing ROI. • Support influencer or KOL collaborations on TikTok and Xiaohongshu to amplify brand reach. **What You'll Gain** • Opportunity to shape the clinic's digital advertising strategy and brand presence across Asia's fastest-growing beauty platforms. • Exposure to multi-channel marketing initiatives, influencer partnerships, and aesthetic campaign analytics. • Competitive salary with attractive incentives tied to campaign performance. • Supportive and collaborative environment that values innovation and results.	
Front of house ⭐	• At least 3-5 years of experience in F&B service • Comfortable working in a fast-paced restaurant environment • Physically fit and able to carry trays, serve dishes, and clear tables throughout shifts • Strong customer service mindset and positive attitude	• We are looking for a proactive and hospitable Front of House (FOH) Supervisor, who will be the face of the restaurant, ensuring guests enjoy a smooth and pleasant dining experience. • This role requires strong service orientation, attention to detail, and physical stamina to support daily restaurant operations in a fast-paced environment.	• **Working Hours:** 5.5 days /week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Able to communicate clearly and work well in a team • Willing to work shifts, weekends, and public holidays • Basic understanding of Japanese dining etiquette is a plus • Can work in a non-halal certified establishment	• The company is a well-established Japanese restaurant located in Singapore's CBD, known for delivering authentic Japanese cuisine alongside warm, attentive service. Our team values professionalism, teamwork, and hospitality excellence, creating a welcoming dining experience for every guest. **Key Responsibilities** • Greet and seat guests in a friendly and professional manner • Take food and beverage orders accurately and relay them to the kitchen • Serve dishes and drinks promptly according to service standards • Carry, clear, and reset tables efficiently during service • Ensure cleanliness and organisation of the dining area at all times • Assist with table turnover during peak dining hours • Handle customer enquiries and escalate issues when needed • Work closely with kitchen and service teams to ensure smooth operations • Follow food safety, hygiene, and workplace safety guidelines **Why Join Us?** • Work in a reputable Japanese restaurant in a prime CBD location	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Gain hands-on experience in a professional F&B environment • On-the-job training will be provided • This is in partnership with the Employment and Employability Institute Pte Ltd ("e2i"). • 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. • By applying for this role, you consent to recruitSG's PDPA and e2i's PDPA.	
Goods Packer ⭐	• Detail-oriented and able to follow packing and inventory procedures accurately. • Physically fit (i.e. no physical limitations or existing injuries) to be able to handle manual packing, lifting, and movement of goods. • Comfortable handling physical items and	• We are looking for a Goods Packer that will aid in ensuring automotive parts and related items are accurately sorted, packed, and tracked before distribution or use at retail outlets. • This role requires attention to detail, consistency, and basic inventory control to support smooth daily operations.	• **Working Hours:** 5 days /week 8hrs/ day • Work Schedule (in a month): Flexible, detailed arrangement can be discussed

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	performing repetitive tasks. • Able to count, tally, and verify quantities correctly. • Prior experience in packing, warehouse, or inventory-related roles is an advantage. • Responsible, reliable, and able to work independently.	**Key Responsibilities** • Sort and pack automotive parts and items according to packing lists or outlet requirements. • Check quantities and ensure items are packed correctly and securely. • Tally inventory and update stock records as required. • Assist with receiving and organising incoming goods. • Label, store, and arrange items neatly in the storeroom. • Support basic stock checks and inventory counts. • Maintain cleanliness and organisation of the packing and storage area • This is in partnership with the Employment and Employability Institute Pte Ltd ("e2i"). • 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.	with management • **Employment Type:** Full Time • **Location:** NA

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• By applying for this role, you consent to recruitSG's PDPA and e2i's PDPA.	
Human Resource Consultant 💼 ⭐	• Diploma or Degree in Business, HR, or a related field (fresh graduates encouraged to apply). • Strong willingness to learn and develop professionally in HR. • Good communication and interpersonal skills. • Detail-oriented with an eagerness to take initiative. • Able to work both independently and in a team. • Openness to visiting client sites when required.	• We are looking for a highly motivated individual who is passionate about providing exceptional HR support and guidance to our clients. • This role is ideal for fresh diploma or degree graduates who are eager to learn and grow in the HR industry. • No prior HR experience? No problem! We will provide on-the-job training and mentorship to help you build the skills and confidence needed to succeed. **Responsibilities** • **Client Support & Guidance:** Assist in addressing client inquiries and provide HR support with guidance from senior team members. • **Collaboration & Learning:** Work closely with clients to understand their HR needs while learning to deliver practical, tailored solutions. • **Onboarding Assistance:** Support the onboarding process for clients onto our HR systems and services. • **Compliance Awareness:** Learn about HR laws and regulations to eventually provide accurate advice and ensure clients remain compliant. • **Team Collaboration:** Partner with internal teams to ensure smooth delivery of services while gaining exposure to various HR functions.	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• **Reporting & Insights:** Assist in preparing reports and analyses to help clients improve their HR operations. **Why Join Us?** • **Learning & Development:** Receive on-the-job training and mentorship from experienced HR professionals. • **Career Growth:** Build a rewarding career in HR with opportunities for progression as you gain experience. • **Diverse Exposure:** Work with a wide variety of clients across different industries, giving you valuable insights and knowledge. • **Dynamic Culture**: Join a supportive and energetic team that values collaboration, growth, and inclusivity. • This is in partnership with the Employment and Employability Institute Pte Ltd ("e2i"). • 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	

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Human Resource Specialist 💼 ⭐	Must have: • Strong in English both spoken and written • Driven and self-disciplined • Creative and analytical Good to have: • Prior experience in HR organisational related roles e.g. Learning & development/Trainings, HR Business Partners	• As an HR Specialist, you will support our clients by assisting with their back-end systems to optimise business operations. Collaborating closely with HR Consultants and team members, you will gather necessary documentation and ensure a seamless process. **Responsibilities** • Maintain and update employee and client data accurately in the HR Management System (HRMS). • Administer payroll processing on a periodic schedule, ensuring compliance with client requirements and statutory regulations. • Generate and distribute itemised pay slips in a timely manner. • Prepare and submit statutory contributions and filings, including CPF and other relevant requirements. • Produce detailed payroll and HR reports for review and record-keeping. • Process employee reimbursements efficiently and accurately. • Provide prompt and professional responses to client inquiries and HR-related requests. • Coordinate and manage annual processes, such as employee bonus payouts and statutory tax filings (e.g., IRAS AIS/IR8A). • Ensure compliance with local employment laws and best	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		practices in all payroll and HR functions.	
Investment Analyst 💼 ⭐	• We are seeking a highly motivated Investment Analyst to join our team in an analyst capacity, supporting middle-office investment and asset management functions. • This role is ideal for candidates with a background in Accounting, Finance, or Corporate Finance, who are looking to build a strong foundation in alternative investments and institutional asset management. • Bachelor's degree in Accounting, Finance, Corporate Finance, or related disciplines • Strong analytical and numerical skills • Proficiency in Microsoft Excel and PowerPoint • Good attention to detail and ability to work with financial data • Strong organizational and communication skills • Prior internship or exposure to finance, investments, or corporate finance is an advantage but not required • Eagerness to learn and grow in the alternative investment space	**Key Responsibilities:** • Support middle-office investment operations across Venture Capital, Private Equity, and Real Estate portfolios • Assist in financial analysis, investment monitoring, and portfolio reporting • Prepare and review financial models, performance reports, and investment documentation • Support due diligence processes, including financial analysis and data compilation • Coordinate with internal stakeholders and external partners on investment-related matters • Maintain accurate investment records, reports, and internal documentation • Assist with ad-hoc analysis and projects as required by the investment team Why Join RedBadge Pacific • Exposure to a diversified alternative investment portfolio across VC, PE, and Real Estate • Opportunity to work closely with experienced investment professionals • Strong learning curve and foundational training in institutional and family office investments • Platform to build a long-term career in asset management and investments	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Operations / Logistics (FT/PT) ⭐	• SFA Food Safety trained (preferred); otherwise, will be trained before deployment • Experience servicing fruit juice or beverage vending machines is an advantage • Basic technical or mechanical aptitude • Knowledge of food hygiene and safety practices • Physically fit and comfortable with hands-on operational work • Able to work independently and manage assigned routes • Possession of a valid driving licence is preferred	• We are looking for a reliable and hands-on Full-time/Part-time Operations Staff to support the maintenance and servicing of our fruit juice vending machines. • The role focuses on ensuring machines are clean, hygienic, and fully operational to deliver consistent customer experience. • Training will be provided for candidates who are keen to learn. **Key Responsibilities** • Perform routine servicing, cleaning, and maintenance of fruit juice vending machines • Replenish ingredients and consumables, ensuring freshness and quality standards • Conduct basic troubleshooting and minor repairs to minimise machine downtime • Ensure compliance with SFA food safety and hygiene standards • Carry out regular checks on machine performance, cleanliness, and functionality • Report faults, issues, or parts replacement requirements promptly • Maintain accurate service and maintenance records • Support ad-hoc operational tasks as required **What We Offer** • On-the-job training provided • Supportive team environment • Opportunity to work with innovative vending solutions	• **Working Hours:** 5.5 days /week • **Employment Type:** Full Time/ Part Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Recruitment Consultant 💼 ⭐	• Diploma or Degree in Business, Human Resource Management, Psychology, Communications, or related field. • Strong passion for people, communication, and talent development. • Excellent interpersonal and problem-solving skills. • Detail-oriented, organized, and proactive in taking initiative.	• We are seeking an enthusiastic and driven Recruitment Consultant to join our growing team. • This full-time position offers hands-on exposure to end-to-end recruitment — from talent sourcing and client servicing to employer branding and HR operations. • You'll partner closely with hiring managers, candidates, and business leaders to deliver impactful recruitment solutions, while learning the art and science of matching the right talent to the right opportunity. • This role is ideal for fresh graduates who are passionate about people, communication, and business growth, and who aspire to build a long-term career in Human Resources or Talent Acquisition. **Key Responsibilities** 1. Talent Sourcing & Recruitment Operations • Source and engage candidates through job portals, LinkedIn, and professional or university networks. • Review applications, screen candidates, and coordinate interviews with clients. • Manage the recruitment process from initial outreach to offer stage, ensuring a positive candidate experience. • Maintain and update records within the applicant tracking system (ATS).	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		2. Client & Candidate Engagement • Communicate effectively with clients to understand hiring needs and business objectives. • Build trusted relationships with candidates, providing guidance and follow-up throughout the hiring process. • Support consultants in developing tailored recruitment solutions for different industries. 3. Employer Branding & Recruitment Marketing • Collaborate with the marketing team to craft engaging job postings and social media content. • Participate in career fairs, recruitment campaigns, and university engagement initiatives to attract future talent. 4. Administrative & Project Support • Prepare recruitment reports, candidate summaries, and compliance documents. • Contribute to process improvements and team projects to enhance recruitment efficiency. **What You'll Gain** • Structured Training & Mentorship: Learn directly from senior HR and recruitment professionals with hands-on guidance. • Career Progression: Clear development pathway toward	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		becoming a Recruitment Consultant or HR Business Partner. • Diverse Exposure: Work across multiple industries, from F&B and tech to professional services and creative sectors. • Dynamic Environment: Join a collaborative team that values initiative, learning, and personal growth.	
Sales Consultant 💼 ⭐	• Enjoy communicating with people and delivering customer-focused service. • Comfortable engaging walk-in customers in a retail environment. • Good command of English and additional ability to speak local dialects is an advantage. • Interest in automotive products (cars, tyres, rims); prior automotive knowledge is a plus but not mandatory. • Pleasant, approachable personality with a calm and service-oriented mindset. • Able to work retail hours and weekends (5.5-day work week).	• We are seeking to hire a Sales Consultant, to act as the front-facing ambassador of the company's retail outlet. • You will mainly be welcoming customers, understanding their needs, and delivering a pleasant, reassuring service experience. • Success in this role comes from building rapport, providing honest advice, and naturally converting conversations into sales through trust and service quality. • This position is ideal for individuals who enjoy interacting with people, take pride in service excellence, and prefer a relationship-based approach to customer engagement. **Key Responsibilities** • Greet walk-in customers warmly and create a comfortable, welcoming in-store experience. • Engage customers in conversation to understand their vehicle needs and concerns.	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Provide clear explanations and recommendations on automotive products such as tyres, rims, and related services. • Coordinate with technicians and internal teams to ensure smooth service delivery. • Handle customer enquiries, follow-ups, and basic after-sales support. • Maintain a professional and organised store environment. • Support sales conversions through service-led engagement rather than hard selling. **Why Join Us?** • High-performing Sales Consultant can progress into Senior Customer Roles and eventually Retail Store Manager positions, based on performance, leadership potential, and service excellence. • Commission provided on top of basic salary. • Supportive retail team environment. • Customer-first culture with no aggressive sales pressure. • This is in partnership with the Employment and Employability Institute Pte Ltd ("e2i"). • 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	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		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. • By applying for this role, you consent to recruitSG's PDPA and e2i's PDPA.	
Service Crew ⭐	• At least 1 year of experience in F&B is preferred but not compulsory • Comfortable working in a fast-paced restaurant environment • Physically fit and able to carry trays, serve dishes, and clear tables throughout shifts • Strong customer service mindset and positive attitude • Willing to work shifts, weekends, and public holidays • Basic understanding of Japanese dining etiquette is a plus • Can work in a non-halal certified establishment	• We are looking for friendly Front of House (FOH) Service Crew members, ensuring guests enjoy a smooth and pleasant dining experience. • This role requires strong service orientation and physical stamina to support daily restaurant operations in a fast-paced environment. • The company is a well-established Japanese restaurant located in Singapore's CBD, known for delivering authentic Japanese cuisine alongside warm, attentive service. • Our team values professionalism, teamwork, and hospitality excellence, creating a welcoming dining experience for every guest. **Key Responsibilities** • Greet, seat, and attend to customers in a friendly and professional manner.	• **Working Hours:** 5.5 days /week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Take orders accurately and provide menu recommendations. • Serve food and beverages efficiently. • Maintain cleanliness and setup of the dining area. • Handle customer enquiries, simple service recovery, and guest requests. • Work closely with both the kitchen and service team to support smooth operations. **Why Join Us?** • Work in a reputable Japanese restaurant in a prime CBD location • Gain hands-on experience in a professional F&B environment • On-the-job training will be provided • This is in partnership with the Employment and Employability Institute Pte Ltd ("e2i"). • 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	

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		nation-wide manpower and skills upgrading initiatives. • By applying for this role, you consent to recruitSG's PDPA and e2i's PDPA.	
SME Sales Consultant 💼 ⭐	• Fresh graduates or early-career professionals with an interest in finance, business, or advisory roles • Strong analytical mindset with interest in understanding financial models and business fundamentals • Self-motivated, resilient, and eager to learn • Comfortable with performance-based rewards and commission structures • Strong communication skills and confidence in engaging business owners • Background in finance, accounting, business, or economics is an advantage, but not mandatory	• We are looking for driven and curious SME Financial Solutions Consultants who are eager to build a career in financial advisory and structured financing. • This role is well-suited for aspiring fresh graduates who want to develop strong fundamentals in financial analysis, client advisory, and deal structuring, while being rewarded based on performance. • You will be trained to understand different financial models, assess business needs, and recommend tailored financing solutions—positioning you for long-term growth into senior advisory or leadership roles. **What You'll Be Doing** • Learn how to prospect and build a pipeline of SME clients through outreach, referrals, and relationship building • Analyse clients' financial profiles to assess funding needs and eligibility • Understand and apply various financing structures to meet clients' business objectives • Present clear, practical financial solutions that support clients' growth and cash flow needs • Work closely with internal teams to structure and close financing solutions	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Build long-term relationships with clients through trust and value-based advisory **Why Join Ricardo** • Hands-on exposure to real-world SME financing and financial structuring • Structured learning in financial analysis, advisory, and deal execution • Uncapped earning potential with strong performance incentives • Clear career progression into Senior Consultant, Team Lead, or Advisory Management roles • Backed by a reputable group with decades of industry credibility	
Travel Operations Associate 💼 ⭐	• Japanese language proficiency is not required • Strong interest in Japan, Japanese culture, or Japan-related travel is essential • Good communication and coordination skills • Strong attention to detail and ability to manage multiple tasks • Comfortable working in a fast-paced, service-oriented environment • Prior experience in travel, hospitality, or customer service is an advantage but not mandatory	• We are looking for a detail-oriented and proactive Travel Operations Associate to support our day-to-day travel operations. This role plays a key part in coordinating travel arrangements, supporting our clients—primarily from Japan—and contributing to the planning of meaningful travel experiences. It is an excellent opportunity for individuals who are passionate about travel and have a strong interest in Japan. **Key Responsibilities** • Handle travel reservations and inquiries with suppliers, including hotels, transportation providers, meal vendors, and other service partners	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Location:** NA

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Coordinate closely with suppliers to ensure accurate bookings and smooth travel arrangements • Provide customer care and operational support • Assist in planning travel itineraries and researching new travel programmes and destinations • Support the team with operational and administrative tasks as required **Why Join Us** • Exposure to Japan-focused travel programmes and clients • Hands-on experience in travel operations and itinerary planning • Supportive team environment with opportunities to grow and learn	

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#33 Red Alpha Cybersecurity

Red Alpha is a Singapore-based IT talent development company that uses a Select–Train–Place model to build the next generation of IT professionals. They select individuals with the aptitude for IT (even from non-technical backgrounds), train them through intensive bootcamps and industry-recognized certifications, and then place them into full-time IT roles with partner organizations.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Cybersecurity Specialist 💼 ⭐	• No prior IT or cybersecurity background is needed. **We're looking for:** • A strong interest in technology and digital security • Problem-solving mindset and resilience • Eagerness to learn and adapt • Good communication and teamwork skills • All selected candidates will undergo a 20-week, fully sponsored on-job-training with allowance, before being deployed full-time for 3 years.	• Join us as a Cybersecurity Specialist through our Alpha Specialist Training Programme (ASTP), a structured and fully sponsored pathway designed to launch your career in cybersecurity. Whether you're a fresh graduate or making a career switch, Red Alpha equips you with practical skills, industry-recognised certifications, and a guaranteed deployment into meaningful cybersecurity roles. **About the Programme** • You'll undergo hands-on, in-person training guided by industry experts. The training covers areas such as cyber defence, incident response, threat intelligence, and offensive security, preparing you for real-world scenarios and roles across both public and private sectors. **Potential Roles You May Be Deployed Into** • After completing the programme, you may be deployed into one of many cybersecurity roles, depending on your aptitude, interest, and hiring partner needs. These include (but are not limited to):	• **Working Hours:** 5 days/ week, 9am to 6pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 83 Clemenceau Avenue (S)239920

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Cybersecurity Analyst • Incident Responder • Cyber Threat Intelligence Analyst • Penetration Tester • Cybersecurity Engineer or Architect • Cybersecurity Solutions Specialist **What You'll Be Doing** • Learn how to detect, respond to, and prevent cybersecurity threats • Gain hands-on experience with tools like Splunk, Wireshark, Metasploit, Sysinternals Suite, and more • Understand frameworks like MITRE ATT&CK, OWASP Top 10, and NIST • Work on simulations and real-world case studies under expert guidance • Prepare for certifications such as GCIH and OSCP • Receive ongoing mentorship and career support	
Full Stack Infra Engineer 💼 ⭐	**What You Should Know or Be Eager to Learn** • Preferred Technical Skills (not mandatory) • CCNA certification is required; CCNP is a strong advantage • Familiarity with Microsoft Windows Server, Linux/Unix OS, and VM environments • Basic database knowledge (e.g. SQL Server, Oracle) • Hands-on experience with networking devices (e.g. Cisco	• Red Alpha Cybersecurity is hiring Full Stack Infra Engineer who are eager to design, implement, and maintain robust and secure infrastructure across LAN, WAN, and cloud environments. You'll be involved in both project-based work and the daily operations of mission-critical systems, with opportunities to grow into advanced roles across networking, infrastructure, and cybersecurity.	• **Working Hours:** 5 days/ week, 9am to 6pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 83 Clemenceau Avenue (S)239920

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	routers/switches, firewalls, VPNs) • Understanding of system hardening, patching, and ITIL-based operations • Exposure to security appliances and tools for vulnerability scanning and network monitoring **Mindset We Look For** • Problem-solver with strong analytical and troubleshooting skills • Detail-oriented and self-motivated • Strong communication and teamwork abilities • Ability to stay up to date with evolving infrastructure and security technologies • All selected candidates will undergo a 10-week, fully sponsored on-job-training with allowance, before being deployed full-time for 3 years.	**What You'll Be Doing** • Design, implement, and maintain LAN, WAN, WLAN, VPN, and firewall systems • Configure and deploy network appliances, routers, switches, and load balancers (e.g. Cisco, Fortinet) • Conduct vulnerability assessments and support remediation across network layers • Troubleshoot network performance issues and ensure minimal downtime • Work closely with clients and teams to generate system specs and present architecture solutions • Plan, execute, and monitor IT infrastructure setup and upgrades (on-prem and virtualised) • Manage and maintain Windows, Unix/Linux servers, virtual machines, and databases (e.g. SQL Server, Oracle) • Perform routine preventive maintenance and respond promptly to system alerts and issue • Support operational systems to meet SLA requirements • Participate in change management, disaster recovery, and patch management processes	
Software Engineer 💼 ⭐	**What You Should Know or Be Eager to Learn** • Preferred Technical Skills (not mandatory) • Proficient in JavaScript, Java, Python, C++, C#, or Rust	• Red Alpha Cybersecurity is looking for passionate Software Engineers who want to build end-to-end applications, solve real-world problems, and work across the full stack. You'll be part of a team developing scalable,	• **Working Hours:** 5 days/ week, 9am to 6pm • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Comfortable using frameworks like React, Angular, Vue.js, Next.js, Express.js, FastAPI, Spring Boot • Familiar with SQL and NoSQL databases: MSSQL, PostgreSQL, MongoDB • Understanding of REST APIs and/or GraphQL • Knowledge of Git and version control best practices • Exposure to Agile development methodology and CI/CD tools • Familiar with containerisation (e.g., Docker), and platforms like OpenShift is a bonus **Mindset We Look For** • Proactive problem-solver with strong attention to detail • Fast learner with the ability to pick up new languages, tools, or frameworks quickly • Strong teamwork, communication, and collaboration skills • Enthusiasm for building high-quality, impactful software solutions • All selected candidates will undergo a 10-week, fully sponsored on-job-training with allowance, before being deployed full-time for 3 years.	secure, and user-centric systems in a fast-paced tech environment. **What You'll Be Doing** • Design, develop, and maintain full-stack web applications using modern frameworks • Collaborate with other developers, engineers, and stakeholders to define technical specifications and deliver software features • Build scalable APIs and backend services using technologies such as Node.js, Python, Java, or C# • Develop interactive front-end interfaces using React, Vue, Angular, or similar frameworks • Manage databases and optimize queries across SQL and NoSQL platforms (e.g., MongoDB, PostgreSQL, MSSQL) • Participate in the full software development lifecycle including design, testing, documentation, and deployment • Debug and troubleshoot issues across the front-end and back-end • Contribute to continuous improvement through code reviews, agile practices, and DevSecOps workflows • Keep up with evolving tech trends and bring new ideas to the team	• **Job Type:** Contract • **Location:** 83 Clemenceau Avenue (S)239920

#34 Resorts World Sentosa

Resorts World Sentosa (RWS), Asia's premium lifestyle destination resort, is located on Singapore's resort island of Sentosa. Spanning 49 hectares, RWS is home to world-class attractions including Universal Studios Singapore, Singapore Oceanarium, Dolphin Island and Adventure Cove Waterpark. Complementing the adventure and adrenaline of its theme parks and attractions are seven unique luxury hotels, the world-class Resorts World Convention Centre, and a casino. RWS offers award-winning dining experiences and exciting cuisines from around the world across its many renowned celebrity chef restaurants, establishing itself as a key player in Singapore's vibrant and diverse dining scene and a leading gourmet destination in Asia for epicureans. The integrated resort also offers world-class entertainment, from concerts to public shows. RWS has been named "Best Integrated Resort" since 2011 for ten consecutive years at the TTG Travel Awards which recognises the best of Asia-Pacific's travel industry.

RWS is wholly owned by Genting Singapore, a company of the Genting Group.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Chef De Partie ⭐	• Certificate in Culinary Skills / GCE O level or equivalent • Minimum 4 years' experience in F&B industry • Candidates without the required education qualifications but with several years of experience in the hospitality/food services industry will be considered • Good interpersonal communication and problem-solving skills • Able to work independently or as a team in a fast-paced environment with minimum supervision • Preferably with supervisory experience • Good management of food cost and stock inventory	• Set up workstation with required Mise en place, tools, equipment and supplies according to standards • Inspect the cleanliness and working condition of all tools, equipment and supplies to ensure the compliance with standards • Check production schedule and pars • Establish priority items for the day • Inform the Executive Chef of any supplies that need to be requisitioned for the day's tasks • Fabricate meat, fish and fowl for menu items • Ensure that the team complies with the health and safety standards • Assist in controlling inventory and managing stocks	• **Working Hours:** 5 days / week, Shift Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 8 Sentosa Gateway (S) 098269

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Director/ Assistant Director, Gaming Technology Services 💼	**Required Qualifications** • Bachelor's Degree in Business, Computer Science, Engineering, or a related field; MBA or equivalent is a plus. • Minimum 5+ years of experience in application support, product management, preferably in a digital or technology-driven environment. • Proven track record of managing full product lifecycles and delivering successful products to market. • Strong understanding of user experience design, data strategy, and emerging technologies. • Experience with agile methodologies, project management tools, and cross functional team leadership. • Excellent communication, decision-making, and stakeholder management skills. **Skills** • Strong written and verbal communication skills • Strong project management and organizational abilities • Team player with a proactive mindset	• We are seeking a strategic, and user-centric Product Manager to join our team. • This role is responsible for leading the development, enhancement, and lifecycle management of digital products and services. • You'll play a key role in collaborating with cross functional teams to define product vision, prioritize features, and ensure successful delivery that aligns with business goals and customer expectations. • This role supports RWS's strategic goals by blending business acumen, technical knowledge and user centered design principles to drive innovation and elevate customer experience, contributing to the IT division's transformation journey. **Job Responsibilities:** **1. Product Strategy & Vision** • Define and communicate a clear product vision and roadmap aligned with business strategy and customer needs. • Conduct business environment analysis, market research, and demand analysis to identify opportunities for product innovation and differentiation. • Integrate emerging technologies, including AI applications, into product development to enhance	• **Working Hours:** 5 days / week, Office Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 3 Lim Teck Kim Road (S)088934

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		functionality and competitiveness. **2. Product Development & Lifecycle Management** • Lead end-to-end product development, from ideation and design to launch and iteration. • Collaborate with engineering, design, and data teams to ensure timely and high-quality product delivery. • Apply automation management and system integration practices to streamline development and improve scalability. **3. User-Centered Design & Experience** • Champion design thinking and user experience design to ensure products are intuitive, accessible, and engaging. • Oversee user testing and usability testing to validate product concepts and inform design decisions. • Leverage data visualization and storyboarding to communicate insights and product narratives effectively. **4. Stakeholder Engagement & Collaboration** • Engage with internal and external stakeholders to gather business requirements, align priorities, and manage expectations. • Foster strong partnerships across departments, including various customer-facing business units, and	

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		operations, to support product success. • Translate business needs into actionable product features and enhancements through effective communication and collaboration. **5. Performance Management & Continuous Improvement** • Monitor product performance using data analytics and business performance metrics. • Drive process improvement and optimization initiatives to enhance product quality and delivery efficiency. • Ensure adherence to quality standards, data ethics, and governance frameworks throughout the product lifecycle. **6. Application Support & Incident Management** • Oversee application support operations to ensure system reliability and performance. • Coordinate incident response efforts, including afterhours and holiday season coverage, to ensure timely resolution and minimal impact to business operations. • Collaborate with IT support teams to implement escalation protocols and maintain service level agreements (SLAs). • Monitor system health and proactively identify potential issues through analytics and performance metrics. • Maintain documentation of incident reports, root cause	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		analyses, and corrective actions to support continuous improvement.	
Executive, Procurement (Central) 💼 ⭐	**Required Qualifications:** • Diploma/Degree in relevant fields with at least 2 years of procurement experience in the hospitality sector (covering nonfood and room operations commodities). • Conversant in procurement processes (RFQ/RFT/RFI) and contract administration. • Knowledge in SAP/Ariba S2P (Source to Pay) and Reverse Auction tools is a plus **Skills:** • Strong analytical and negotiation skills. • Excellent verbal and written communication skills. • Proficiency in MS Word and MS Excel. • Ability to work independently and collaboratively under tight timelines. • Project management and problem-solving skills. • High sense of accountability, integrity, and business ethics. • Entrepreneurial mindset with strategic thinking and business acumen.	**Job Responsibilities** • We are seeking a detail-oriented and strategic procurement professional to join our team. • This role is responsible for managing and leading procurement activities for operating supplies, nonfood, and hotel categories. • You'll play a key role in ensuring cost efficiency, compliance with corporate policies, and timely delivery of goods and services, contributing to operational excellence and sustainability. • Manage and lead procurement activities for operating supplies, nonfood, and hotel categories. • Liaise closely with internal and external business units to ensure smooth procurement processes. • Ensure compliance with corporate policies, internal guidelines, and regulatory requirements. • Oversee end-to-end procurement engagement (vendor selection, scope definition, RFI, RFT, RFQ, contracting, post award management). • Negotiate with vendors/contractors to achieve best value purchases through transparent processes. • Manage daily operations such as timely contract renewals,	• **Working Hours:** 5 days/ week, Office Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 3 Lim Teck Kim Road (S)088934

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		catalog usage, and vendor performance. • Review and formalize contracts and SLAs with stakeholders. • Validate Purchasing Requests/Orders (PR/PO) in compliance with the Purchasing Approval Matrix. • Ensure adherence to procurement policies, casino regimes, SOPs, and ESG standards. • Support yearly strategic planning through data analytics and reporting.	
Front Office Executive (The Laurus)	• Diploma in Hospitality Management or related discipline • Minimum 2–3 years of Front Office or Guest Services experience, preferably in a luxury hotel setting. • Proficient in hotel systems such as Opera PMS and Microsoft Office. • Strong interpersonal and communication skills with a natural guest-first attitude. • Ability to work well under pressure and handle multiple tasks efficiently. • Flexibility to work shifts, weekends and public holidays. • Additional languages are an advantage.	• Deliver a seamless and welcoming check-in and checkout experience for all guests. • Conduct lobby hosting and in room registration as required to personalize guest arrival. • Handle guest enquiries, requests and feedback promptly and professionally. • Assist with room allocation, special request and ensure guest preferences are honored. • Coordinate with Bell, Butler and Housekeeping teams to ensure rooms are well prepared and guest services are delivered timely. • Monitor room inventory and manage walk-in and overbookings in line with hotel's policies. • Perform accurate billing and payment transactions in accordance with hotel's procedures • Maintain detailed and accurate records in the	• **Working Hours:** 5 days/ week, Shift Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 8 Sentosa Gateway (S) 098269

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Property Management System (PMS). • Support the Front Office leadership team in training and mentoring junior team members. • Ensure the lobby and front desk areas are clean, organized and reflective of the hotel's brand standards. • Resolve guest concerns and feedback or escalate issues to ensure prompt resolution and guest satisfaction.	
Guest Experience Lead (F&B) ⭐	• Minimum GCE 'O' Level or equivalent • Minimum 2-years experience in Supervisory level in Hotel • Good interpersonal and communication skills with cheerful personality	• Create memorable experiences for guest during special occasions • Ability to create and articulate the menu to the guest • Host and engage the guest while serving food and beverages • Ensure guest's food and beverage are served promptly in accordance to their orders • Process the food orders and operating a cash register, replenishment of stocks, polishing the cutleries and completing other assigned tasks • Interact with guests; provide warm and memorable guest experience, ensure all guests receive prompt and excellent standard of service	• **Working Hours:** 5 days / week, Shift Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 8 Sentosa Gateway (S) 098269
Guest Experience Lead (Hotels) ⭐	• Minimum Diploma in Hotels/Hospitality Management or its equivalent • Minimum 2 years' experience in the hospitality industry, preferably in 5-star hotels	• Perform check-in and check-out for hotel guests in the most professional and efficient manner to ensure high level of guest satisfaction • Initiate and maintain effective coordination and communication within the Front Office and other departments, especially	• **Working Hours:** 5 days/ week, Shift Hours • **Employment Type:** Full Time • **Job Type:** Permanent

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Good interpersonal skills with effective multitasking, time management and problem-solving skills • Knowledge in supervisory functions like staff rostering, room assignment, requisition order, basic training and coaching • Able to perform shift work, including weekends and public holidays • Ability to use basic Microsoft Office applications – Word, Excel, PowerPoint	Housekeeping, to ensure seamless experiences for all guests • Perform room controlling duties in accordance to forecasted occupancy, VIP stays, group check ins, special requests • Ensure the Front Office team operates with a sales attitude, and all Team Members are aware of the resorts wide sales opportunities • Maintain the confidentiality of all guests and business practices of the Resort	• **Location:** 8 Sentosa Gateway (S) 098269
Hospitality Executive (F&B)	• Possess certificate in F&B/Hospitality Management and WSET or its equivalent • Preferably 5 years' experience in F&B Operations in hotel restaurants/fine dining restaurants • Good interpersonal and communication skills with cheerful personality • Able to perform rotating shifts, including weekends and public holidays	• Supervise and train the team members in accordance to the service standards, ensure suggestive selling techniques are performed by all team members • Assist in development of the wine list and ability to pair and suggest wine to guest and decanting of the wine • Operate the cash register, compute the cash register and records total transactions on a daily basis • Provide excellent guest engagement while serving food and beverage to the guest	• **Working Hours:** 5 days / week, Shift Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 8 Sentosa Gateway (S) 098269
Hospitality Executive (F&B, Bartending)	• Minimum Diploma in Hotels/Hospitality Management or its equivalent • Minimum 2 years' experience in the hospitality industry, preferably in 5-star hotels	• Perform check-in and check-out for hotel guests in the most professional and efficient manner to ensure high level of guest satisfaction • Initiate and maintain effective coordination and communication within the Front Office and other	• **Working Hours:** 5 days / week, Shift Hours • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Good interpersonal skills with effective multitasking, time management and problem-solving skills • Knowledge in supervisory functions like staff rostering, room assignment, requisition order, basic training and coaching • Able to perform shift work, including weekends and public holidays • Ability to use basic Microsoft Office applications – Word, Excel, PowerPoint `	departments, especially Housekeeping, to ensure seamless experiences for all guests • Perform room controlling duties in accordance to forecasted occupancy, VIP stays, group check ins, special requests • Ensure the Front Office team operates with a sales attitude and all Team Members are aware of the resorts wide sales opportunities • Maintain the confidentiality of all guests and business practices of the Resort	• **Job Type:** Permanent • **Location:** 8 Sentosa Gateway (S) 098269
IT Business Analyst (SAP Basis module) 💼	**Education**: • Bachelors degree in business administration, Information Technology, Computer Science, or a related discipline. **Experience**: • At least 3 years experience in systems administration or SysOps, preferably in a 24/7 operational environment (hospitality, casino, or similar) • Hands-on experience with cloud infrastructure (AWS, Azure), virtualization platforms (VMware, Hyper-V), PowerShell, Bash, or Python • Familiarity with network services (DNS, DHCP, VPN, VLAN)	We're looking for a Business Analyst who embodies our core values of Customer First, Collaboration, Ownership, Impact Driven, and Innovation to join our IT division. • In this role, you'll partner with Finance and IT teams to translate business needs into actionable system solutions, apply Design Thinking to enhance user experience, and identify opportunities to improve processes. • You'll also support Business-As-Usual (BAU) operations and Change Requests (CR), ensuring solutions align with business goals, compliance standards, and RWS's strategic direction. Job Responsibilities:	• **Working Hours:** 5 days/ week, Office Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 3 Lim Teck Kim Road (S)088934

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Preferred: • Experience in hospitality systems (e.g., Oracle Opera PMS, Micros POS, casino management systems) • Understanding of compliance frameworks such as PCIDSS, GDPR, and ISO/IEC 27001. • Professional certifications such as: SysOps Administrator, Microsoft Certified: Azure Administrator, CompTIA Security+ **Core Business Analysis Skills:** • Design Thinking: Business Need Analysis. • Requirements Engineering • Process Improvement & Optimization • Problem Solving • Interpersonal & Technical Aptitude: • Stakeholder Management • Solution Collaboration • Communication & Facilitation. • Adaptability & Attention to Detail • Clear written and verbal communication • Flexible schedule availability (some weekend/evening/ on-call rotation may be required)	**System Operations & Maintenance:** • Manage, monitor, and maintain Windows and Linux based systems across hybrid environments (on premise and cloud). • Ensure continuous operation of critical resort systems including PMS (Property Management Systems), POS, booking engines, surveillance, and access control systems. • Manage, monitor and maintain supported databases across hybrid environment (on-premise and cloud). • Support the functional team, Customer, SAP PCE and service provider team as per requirements, for example, SAP Notes, patching, RFC configurations, SSO, SAP transport management, Web Dispatcher configuration, Business function activation, addon installation and update. • Analyzing and supporting the Customer to fix technical issues reported during system integration test and user acceptance test. **Cloud & Hybrid Infrastructure:** • Operate and maintain cloud services (AWS, Azure) integrated with on-premise data centers. • Support disaster recovery and high availability configurations for critical hospitality and gaming systems.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Monitoring & Reliability: • Implement proactive monitoring using tools like Nagios, Zabbix, or CloudWatch to prevent downtime in high traffic systems. • Quickly respond to incidents affecting guest services or operations and conduct thorough root cause analysis. **Automation & Configuration Management:** • Use tools like Ansible, Terraform, or PowerShell to automate provisioning and configuration. • Maintain configuration baselines for servers supporting hotel, casino, and resort services. • Scheduling and Monitoring SAP housekeeping and operations jobs related to ABAP dump reorgs, spool reorg, performance collector etc. • Implementing & managing SAP supports recommendations upon RWSs approval. • Support during certificate creation, URL creation, SSL configuration. • Coordinate with RWS and SAP relevant teams for necessary frontend, network, security, and infrastructure requirements. • Provide relevant reports and status for basis area. **Security & Compliance**: • Enforce security best practices across all systems in	

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		compliance with industry standards such as PCIDSS (for gaming/payments) and GDPR (for guest data). • Manage patching and endpoint security to protect infrastructure and SAP products, solutions and platforms. • Support in identifying and addressing privilege creep, where users accumulate unnecessary access rights over time. • Generate U2R, R2F, PAA reports based on defined parameters. • Ensure end-to-end security of all data across integrated SAP S4 Hana Cloud (SaaS), non SAP Cloud, and on-premise systems, while strictly adhering to: a. Company Security Policies and Standard Operating Procedures b. SOC2 Type II compliance. • User provisioning and deprovisioning process as per industry's best practices and RWS policy. • Data Masking for sensitive fields (personal identifiable information (PII), financial, proprietary as per Singapore regulatory compliance and PDPA) **Collaboration & Documentation:** • Work closely with IT, facilities, and service departments to align infrastructure with business needs. • Maintain detailed documentation of systems, procedures, and service records.	

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		• Define, document, and execute overall SAP Infrastructure architecture, landscape, client strategy, and transport management aligning with Rise with SAP services. • Collaborate with SAP RISE support team for necessary system change, refresh, deployment and transport management. Stakeholder Engagement & Quality Assurance: • **Liaison & Communication**: Act as the primary liaison between business units and IT teams, ensuring clear, consistent, and proactive communication across all project phases. • **Expectation Management**: Manage expectations of diverse stakeholders, including senior management, end-users, technical teams, and external vendors, fostering strong Collaboration. • **Negotiation & Consensus**: Effectively negotiate and mediate between potentially conflicting stakeholder needs to achieve consensus and maintain project momentum. • **Vendor Management**: Oversee the Annual Maintenance Support (AMS) team to ensure timely resolution and delivery of Incidents (IN), Service Requests (SR), Change Requests (CR), and Problems (PB) in accordance with	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		agreed Service Level Agreements (SLAs). • Conduct periodic reviews of support tickets to identify trends and drive continuous process improvement.	
IT Business Analyst (SAP Maintenance module) 💼	**Education:** • Bachelors degree in business administration, Information Technology, Computer Science, Technical, or a related field. **Experience**: • At least 8 years of proven experience as an IT Business Analyst, System Analyst, or similar role in an IT environment. • Demonstrable experience with a variety of project methodologies (e.g., Agile Scrum, Waterfall). • SAP "Enterprise Asset Maintenance" configuration experience with a strong understanding of system functionalities, business processes, and integration cross module/peripheral systems is a must. **Core Business Analysis Skills:** • Design Thinking • Business Need Analysis • Requirements Engineering • Process Improvement & Optimization • Problem Solving	• We're looking for a Business Analyst who embodies our core values of Customer First, Collaboration, Ownership, Impact Driven, and Innovation to join our IT division. • In this role, you'll partner with Finance and IT teams to translate business needs into actionable system solutions, apply Design Thinking to enhance user experience, and identify opportunities to improve processes. • You'll also support Business-As-Usual (BAU) operations and Change Requests (CR), ensuring solutions align with business goals, compliance standards, and RWS's strategic direction. Strategic Business Analysis & Design Thinking • **Needs Elicitation**: Conduct in-depth business need analysis by proactively engaging with diverse stakeholders to deeply understand their goals, challenges, current processes, and underlying pain points, always maintaining a Customer First perspective. • **User Centric Solutioning**: Apply Design Thinking methodologies to thoroughly explore user needs, ideate	• **Working Hours:** 5 days /week, Office Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 3 Lim Teck Kim Road (S)088934

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Plant Maintenance Domain Expertise **Interpersonal & Technical Aptitude:** • Stakeholder Management • Solution Collaboration • Communication & Facilitation • Adaptability & Attention to Detail	innovative solutions, and prototype concepts, ensuring a human-centered approach to problem-solving and fostering Innovation. • **Opportunity Identification**: Identify strategic opportunities for business process improvement, automation, and digital transformation initiatives that deliver significant Impact. • **Facilitation**: Expertly facilitate workshops, brainstorming sessions, and stakeholder interviews to uncover root business problems and collaboratively define potential solutions. Requirements Engineering & Documentation • **Requirements Translation**: Translate high-level business needs into detailed, clear, concise, and testable business requirements (both functional and nonfunctional), user stories, and comprehensive use cases. • **Documentation Management**: Develop and maintain thorough documentation, including Business Requirements Documents (BRDs), functional specifications, process flows, data models, and User Acceptance Testing (UAT) plans, taking Ownership of documentation quality. • **Alignment & Feasibility**: Ensure all requirements are meticulously aligned with organizational strategic	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		objectives and technically feasible within the existing or planned architectural landscape. Process Optimization & Problem Solving • **Process Analysis & Improvement**: Analyze existing business processes to identify inefficiencies, bottlenecks, and areas ripe for improvement. • Design and recommend optimized future state processes, leveraging technology and best practices to enhance operational efficiency and effectiveness, driving Innovation and Impact. • **Solution Engineering**: Proactively identify and analyze complex business and technical problems, breaking them down into manageable components. • Collaborate with technical architects, developers, and other IT professionals to engineer viable, sustainable, and scalable technical solutions that directly meet business requirements and strategic goals. • **Solution Evaluation**: Evaluate potential solutions for their overall impact, technical feasibility, and strict alignment with enterprise architecture standards. • **Development Support**: Provide continuous support to the development team throughout the entire software development	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		lifecycle, clarifying requirements and efficiently resolving any issues that arise • Assist in troubleshooting and resolving SAP-related issues. • Work with cross functional teams to ensure seamless integration with other SAP modules. • Prepare documentation including functional specs, test scripts, and user manuals. • Conduct user training and support post-go-live activities. Stakeholder Engagement & Quality Assurance: • **Liaison & Communication**: Act as the primary liaison between business units and IT teams, ensuring clear, • consistent, and proactive communication across all project phases. • **Expectation Management**: Manage expectations of diverse stakeholders, including senior management, end-users, technical teams, and external vendors, fostering strong Collaboration. • **Negotiation & Consensus**: Effectively negotiate and mediate between potentially conflicting stakeholder needs to achieve consensus and maintain project momentum. • **Testing Support**: Support the creation of comprehensive test plans and detailed test cases based on defined requirements. • Assist actively in User Acceptance Testing (UAT) activities, rigorously ensuring	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		that implemented solutions meet the specified business needs and deliver a positive Customer First experience.	
Junior Sous Chef	• Possess certificate in Culinary Skills / GCE O level or equivalent • Minimum 4 years of relevant experience in Hotel or fine dining restaurants • Good interpersonal, communication and supervisory skills • Knowledgeable in HACCP (Hazard Analysis and Critical Control Points) and proficient in Microsoft Office applications	• Assist Chef in overseeing the culinary operations, menu planning, inventory and food cost control • Supervise, coach and motivate the team in the kitchen • Ensure that the culinary team maintains quality and standard of cooking whilst complying to health and safety standard • Following kitchen and hygiene set standards • Responsible of management and progress of cooks • Providing 100% outstanding satisfaction service to customers	• **Working Hours:** 5 days /week, Shift Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 8 Sentosa Gateway (S) 098269
Operations Executive (Estate Management)	• Minimum GCE 'O' Level with related experience in Facilities Management / Cleaning industry • Minimum 2 years of supervisory experience in a customer service and/or cleaning related industry • Possess basic knowledge of housekeeping services, waste management or pest control • Good interpersonal, communication and leadership skills to handle common enquiries or complaints from team members or vendors	• Manage the day-to-day operations pertaining to the areas of cleaning, waste management and pest control within the RWS facilities • Assist the manager to plan and implement the schedules and routines for cleaning, waste management and pest control operations • Supervise and inspect the work done by outsourced vendors, ensuring that contractual tasks are carried out in accordance to established standards and quality • Ensure that the department and outsourced vendors adhere to all company and government stipulated Safety policies and procedures	• **Working Hours:** 5 days/ week, Shift Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 8 Sentosa Gateway (S) 098269

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	• Ability to use basic Microsoft Office applications – Word, Excel, PowerPoint to prepare reports • Able to perform rotating shifts, including weekends and public holidays	• Prepare and disseminate Daily Reports, Incident reports, and other reports as necessary • Provide support during events and the special occasions that require additional attention in terms of cleaning and waste management	
Procurement Executive, Systems Support (18 Months Contract) 💼 ⭐	**Required Qualifications** • Min. diploma or above in related fields **Skills** • Proactive and able to work under tight schedule. • Strong awareness of quality, reliability and responsibility. • Meticulous and able to work independently. • Good interpersonal and communication skills. • Candidate with SAP Ariba knowledge will be an added advantage.	• We are seeking a detail-oriented and proactive Procurement Executive to join our team. • This role is responsible for supporting and managing procurement systems and processes, ensuring smooth operations and compliance across internal and external stakeholders. • You'll play a key role in enhancing procurement system efficiency, maintaining data integrity, and supporting users to ensure seamless sourcing and purchasing activities that align with company policies and strategic goals. • Provide L1 Helpdesk for both internal and external users on Procurement systems and processes. • Answer and respond to phone calls, emails and chats for system related issues. • Manage and coordinate Procurement systems related projects, including configuring and testing of change requests, enhancements and new functionalities. • Responsible for both internal and external users' access to the Procurement systems and monitoring their activities.	• **Working Hours:** 5 days/ week, Office Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 3 Lim Teck Kim Road (S)088934

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		• Manage and work with internal and external users on other master data setup and accuracy, including monitoring sourcing events as and when required. (Vendor master setup, risk assessment related issues, catalogs setup, maintenance of master data etc.) • Conduct internal audit checks on Procurement systems and processes to ensure company's policies and procedures are adhered to accordingly. • Undertake any other tasks assigned from time to time as may be required in his/her role.	
Reservations Executive (The Laurus)	• Diploma in Hospitality Management or equivalent. • Minimum 2 years' experience in hospitality or customer service roles. • Strong communication, problem-solving and coordination skills. • Proficient in Opera PMS and reservations systems. • Flexibility to work varied shifts, including weekends and public holidays.	• Answer all incoming guest calls promptly and professionally, providing accurate information and warm service. • Handle a wide range of guest requests, from in room services and amenities to hotel facilities, wakeup calls, message handling, and more. • Monitor and manage the hotel's telephone lines, ensuring busy or unanswered calls are followed up promptly. • Coordinate guest service requests with relevant departments (Housekeeping, Engineering, Concierge, Bell Desk, Front Office). • Record and relay messages clearly and accurately, following up to ensure completion. • Manage basic reservations, including new bookings,	• **Working Hours:** 5 days /week, Shift Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 8 Sentosa Gateway (S) 098269

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		amendments, cancellations and special requests. • Maintain a service focused tone in all guest interactions, even in high-pressure situations. • Stay updated on hotel services, room types, promotions and local information to support guest enquiries. • Collaborate with Front Office to ensure seamless prearrival and in-house experiences. • Ensure the work area is well-organized; reports and records are completed accurately and timely. • Supervise day-to-day Reservations operations and render assistance and guidance to the junior team members.	
Senior Executive/ Executive, Procurement (F&B - 18 months Contract) 💼 ⭐	**Required Qualifications:** • Degree/Diploma in Supply Chain, Business Management or equivalent discipline • Minimum 1 - 4 years of work experience in Hospitality, F&B, Procurement, or similar role **Skills:** • Strong proficiency in standard office applications, particularly MS Word & MS Excel • Self-motivated, resilient, and adaptable in a dynamic, fast-paced environment • Familiarity with Ariba is an added advantage	We are seeking a resourceful and motivated Sourcing Buyer to join our team. This role is responsible for managing procurement activities related to assigned commodities. You'll play a key role in sourcing F&B supplies to support resort wide business activities. • Manage procurement activities for supplies and services related to the commodity • Conduct competitive sourcing process, initiation of request, negotiation of commercial terms, preparation of analysis and recommendation of award • Negotiate with vendors to ensure best value buys and transparent purchasing process are executed	• **Working Hours:** 5 days /week, Office Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 3 Lim Teck Kim Road (S)088934

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		• Manage, engage closely with both internal and external stakeholders of their various needs and requirements • Ensure compliance with corporate policies and internal guidelines • Achieve KPI at Company/team level • Any other duties or tasks assigned	
Senior Executive/ Executive, Procurement (M&E) 💼 ⭐	• Degree with Engineering / Science / Business 1-2 yrs. of procurement experience (preferably in hospitality industry) • Conversant in procurement processes (RFQ/RFT/RFI) and contracts administration • High sense of accountability and self-motivation • Entrepreneurial (i.e. Strategic and Critical thinking and good business acumen) • Team player with Project management and Problem-solving skills • Proven stakeholder management (i.e. Negotiations/ Influencing ability) • Ability to work in dynamic work environment with large number of requestors base • Knowledge in SAP/ Ariba S2P (Source to Pay) and/or Reverse Auction tool is a plus	• Formulate, execute and track sourcing strategies to support categories like Facility Mechanical and Electrical systems (Heating, Ventilation, Air Conditioning, HVAC, Electrical switchgears etc), Utilities (Water, Gas, Electricity), Waste Treatment and Indirect materials (Chemical, Gases, Fuel, Lubricants etc) • Management of repair and maintenance cost, category spend/contracts (Operational Expenditure, OPEX) and Capital Expenditure (CAPEX) to ensure operating with optimal cost/ within budget. • Managing of projects relating to cost reduction, productivity improvement and towards sustainability (Green) eg Energy savings machines/equipment, Solar, Power Purchase Agreement-PPA, Renewable Energy Certificates, Carbon Credits etc. • Liaise closely with internal and external business units to meet operations requirements.	• **Working Hours:** 5 days /week, Office Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 3 Lim Teck Kim Road (S)088934

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		• Ensure compliance to corporate policies and internal guidelines. • Review specifications and consolidate of quotations/tender documentations. • Negotiate with vendors/contractors to ensure “best value of money” buys are executed via transparent purchasing process. • End to End procurement engagement (i.e. Vendor selection, scope definition, Request For Information (RFI), / Request for Tender (RFT) / Request for Quotation (RFQ), contracting, post award management). • Support and manage daily operations like timely contracts renewal, high catalog usage management, vendors’ performance management. • Review of Purchasing Request/Order (PR/PO) in compliance to Purchasing Approval Matrix • Ensure all purchases are adhering to procurement policies, casino regimes and SOPs. • Ensure strict compliance to Safety and Environmental, Social and Governance (ESG) aspect in all sourcing processes. • Support team in yearly strategic planning through data analytics & deriving of strategic actions. • Identify and work on projects relating to cost reduction,	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		productivity improvement and towards sustainability (Green). • Support internal and external audits to ensure compliance. • Work closely with internal and external stakeholder to vet through and negotiate contracts and/or Service Level Agreements ("SLA") • Achieve targeted cost savings at Company/team level.	
Senior Platform Engineer, DevSecOps 💼	**Required Qualifications:** • 5 years of experience in application development, DevOps or system administration • Prior leadership experience as a technical lead, application support lead or sysadmin lead will be advantageous. **Skills**: • Experienced developer, preferably with .Net Core and ReactJS • Proficient in automation scripting using Python, Shell and Powershell • Hands-on experience with CI/CD platforms such as Azure Devops and Github Actions • Familiarity with containerization technology such as Docker and Kubernetes • Knowledge of observability tools such as Prometheus, Grafana and Datadog	• We are seeking a Senior Platform Engineer to join our team. • This role is responsible for implementing platforms and automation that empower developers while ensuring compliance and operational excellence. • You'll play a key role in streamlining development workflows, enhancing platform reliability, and embedding observability and governance into our infrastructure. **Automation for Developer Enablement:** • Design and implement automation tools and scripts to reduce manual work and accelerate delivery pipelines. • Create reusable automation patterns for common development and deployment tasks. **Maintenance of Automation Systems:** • Monitor and maintain CI/CD pipelines, build agents, and automation scripts to ensure high availability and performance.	• **Working Hours:** 5 days /week, Office Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 3 Lim Teck Kim Road (S)088934

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Troubleshoot and resolve issues in automation workflows, runners, and infrastructure components. **Automated Observability Onboarding:** • Develop mechanisms to automatically provision monitoring, logging, and alerting for new services and projects. • Integrate observability tools (e.g., Prometheus, Grafana, Datadog, ELK) into deployment workflows. **Collaboration & Support:** • Drive work item and issue resolution within the DevSecOps team • Coordinate implementation effort between DevSecOps team and application teams. • Work closely with developers and sys admins to understand their needs and provide support. • Collaborate with colleagues to identify bottlenecks and build solutions that improve deployment speed and reliability. • Document automation processes, onboarding guides, and troubleshooting steps.	
Senior/ Manager, IT Business Analyst (Finance) 💼	**Education** • Bachelors degree in business administration, Information Technology, Computer Science, Accounting, or a related field. **Experience** • At least 8-10 years of proven experience as an IT Business Analyst,	• We're looking for a Senior IT Business Analyst who embodies our core values of Customer First, Collaboration, Ownership, Impact Driven, and Innovation to join our IT division. • In this 18 months contract role, you'll partner with Finance and IT teams to translate business needs into	• **Working Hours:** 5 days /week, Office Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 3 Lim Teck Kim

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	System Analyst, or similar role in an IT environment. (Designations will commensurate with the candidates level of expertise and seniority) • Demonstrable experience with a variety of project methodologies (e.g., Agile Scrum, Waterfall). • Proven experience working with ERP software (PeopleSoft Oracle ERP or SAP preferred) • Experience with Finance reconciliation or Payment Gateway would be an added advantage. • Core Business Analysis Skills • Business Need Analysis • Requirements Engineering • Process Improvement & Optimization • Problem Solving • Finance Domain Expertise • Interpersonal & Technical Aptitude • Stakeholder Management • Solution Collaboration • Communication & Facilitation • Adaptability & Attention to Detail • Proficiency in SQL	actionable system solutions, apply Design Thinking to enhance user experience, and identify opportunities to improve processes. • You'll also support Business-As-Usual (BAU) operations and Change Requests (CR), ensuring solutions align with business goals, compliance standards, and RWS's strategic direction. Job Responsibilities: Strategic Business Analysis & Design Thinking • **Needs Elicitation**: Conduct in-depth business need analysis by proactively engaging with diverse stakeholders to deeply understand their goals, challenges, current processes, and underlying pain points, always maintaining a Customer First perspective. • **Opportunity Identification**: Identify strategic opportunities for business process improvement, automation, and digital transformation initiatives that deliver significant Impact. • **Facilitation**: Expertly facilitate workshops, brainstorming sessions, and stakeholder interviews to uncover root business problems and collaboratively define potential solutions. Requirements Engineering & Documentation • **Requirements Translation**: Translate high-level business	Road (S)088934

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		needs into detailed, clear, concise, and testable business requirements (both functional and nonfunctional), user stories, and comprehensive use cases. • **Documentation Management**: Develop and maintain thorough documentation, including Business Requirements Documents (BRDs), functional specifications, process flows, data models, and User Acceptance Testing (UAT) plans, taking Ownership of documentation quality. • **Alignment & Feasibility**: Ensure all requirements are meticulously aligned with organizational strategic objectives and technically feasible within the existing or planned architectural landscape. Process Optimization & Problem Solving • **Process Analysis & Improvement**: Analyze existing business processes to identify inefficiencies, bottlenecks, and areas ripe for improvement. Design and recommend optimized future state processes, leveraging technology and best practices to enhance operational efficiency and effectiveness, driving Innovation and Impact. • **Solution Engineering**: Proactively identify and analyze complex business and technical problems, breaking	

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		them down into manageable components. • Collaborate with technical architects, developers, and other IT professionals to engineer viable, sustainable, and scalable technical solutions that directly meet business requirements and strategic goals. • **Solution Evaluation**: Evaluate potential solutions for their overall impact, technical feasibility, and strict alignment with enterprise architecture standards. Stakeholder Engagement & Quality Assurance: • **Liaison & Communication**: Act as the primary liaison between business units and IT teams, ensuring clear, consistent, and proactive communication across all project phases. • **Expectation Management**: Manage expectations of diverse stakeholders, including senior management, end-users, technical teams, and external vendors, fostering strong Collaboration. • **Negotiation & Consensus**: Effectively negotiate and mediate between potentially conflicting stakeholder needs to achieve consensus and maintain project momentum. • **Vendor Management**: Oversee the Annual Maintenance Support (AMS) team to ensure timely resolution and delivery of Incidents (IN), Service	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Requests (SR), Change Requests (CR), and Problems (PB) in accordance with agreed Service Level Agreements (SLAs). • Conduct periodic reviews of support tickets to identify trends and drive continuous process improvement. • **Testing Support**: Support the creation of comprehensive test plans and detailed test cases based on defined requirements. • Assist actively in User Acceptance Testing (UAT) activities, rigorously ensuring that implemented solutions meet the specified business needs and deliver a positive Customer First experience.	
Senior/ Manager, IT Business Analyst (SAP Finance & Controlling module) 💼	**Education** • Bachelor's degree in business administration, Information Technology, Computer Science, Accounting, or a related field. **Experience** • At least 8-10 years of proven experience as an IT Business Analyst, System Analyst, or similar role in an IT environment. (Designations will commensurate with the candidates level of expertise and seniority) • Demonstrable experience with a variety of project methodologies (e.g., Agile Scrum, Waterfall).	• We're looking for a Senior / Manager, IT Business Analyst who embodies our core values of Customer First, Collaboration, Ownership, Impact Driven, and Innovation to join our IT division. • In this full-time permanent role, you'll partner with Finance and IT teams to translate business needs into actionable system solutions, apply Design Thinking to enhance user experience, and identify opportunities to improve processes. • You'll also support Business-As-Usual (BAU) operations and Change Requests (CR), ensuring solutions align with business goals, compliance standards, and RWS's strategic direction. Job Responsibilities:	• **Working Hours:** 6 days / week, Office Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 3 Lim Teck Kim Road (S)088934

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• SAP Finance configuration experience with a strong understanding of system functionalities, business processes, and integration cross module/peripheral systems is a must. • Experience with Financial applications on Finance reconciliation or Payment Gateway would be an added advantage. • Core Business Analysis Skills • Design Thinking • Business Need Analysis • Requirements Engineering • Process Improvement & Optimization • Problem Solving • Finance Domain Expertise • Interpersonal & Technical Aptitude • Stakeholder Management • Solution Collaboration • Communication & Facilitation • Adaptability & Attention to Detail	Strategic Business Analysis & Design Thinking • **Needs Elicitation**: Conduct in depth business need analysis by proactively engaging with diverse stakeholders to deeply understand their goals, challenges, current processes, and underlying pain points, always maintaining a Customer First perspective. • **User Centric Solutioning**: Apply Design Thinking methodologies to thoroughly explore user needs, ideate innovative solutions, and prototype concepts, ensuring a human-centered approach to problem-solving and fostering Innovation. • **Opportunity Identification**: Identify strategic opportunities for business process improvement, automation, and digital transformation initiatives that deliver significant Impact. • **Facilitation**: Expertly facilitate workshops, brainstorming sessions, and stakeholder interviews to uncover root business problems and collaboratively define potential solutions. Requirements Engineering & Documentation • **Requirements Translation**: Translate high-level business needs into detailed, clear, concise, and testable business requirements (both functional and nonfunctional), user stories, and comprehensive use cases.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• **Documentation Management**: Develop and maintain thorough documentation, including Business Requirements Documents (BRDs), functional specifications, process flows, data models, and User Acceptance Testing (UAT) plans, taking Ownership of documentation quality. • **Alignment & Feasibility**: Ensure all requirements are meticulously aligned with organizational strategic objectives and technically feasible within the existing or planned architectural landscape. Process Optimization & Problem Solving • **Process Analysis & Improvement**: Analyze existing business processes to identify inefficiencies, bottlenecks, and areas ripe for improvement. Design and recommend optimized future state processes, leveraging technology and best practices to enhance operational efficiency and effectiveness, driving Innovation and Impact. • **Solution Engineering**: Proactively identify and analyze complex business and technical problems, breaking them down into manageable components. • Collaborate with technical architects, developers, and other IT professionals to engineer viable, sustainable, and scalable technical	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		solutions that directly meet business requirements and strategic goals. • **Solution Evaluation**: Evaluate potential solutions for their overall impact, technical feasibility, and strict alignment with enterprise architecture standards. • **Development Support**: Provide continuous support to the development team throughout the entire software development lifecycle, clarifying requirements and efficiently resolving any issues that arise • Assist in troubleshooting and resolving SAP-related issues. Work with cross functional teams to ensure seamless integration with other SAP modules. Prepare documentation including functional specs, test scripts, and user manuals. Stakeholder Engagement & Quality Assurance: • **Liaison & Communication**: Act as the primary liaison between business units and IT teams, ensuring clear, consistent, and proactive communication across all project phases. • **Expectation Management**: Manage expectations of diverse stakeholders, including senior management, end-users, technical teams, and external vendors, fostering strong Collaboration. • **Negotiation & Consensus**: Effectively negotiate and	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		mediate between potentially conflicting stakeholder needs to achieve consensus and maintain project momentum. • **Testing Support:** Support the creation of comprehensive test plans and detailed test cases based on defined requirements. • Assist actively in User Acceptance Testing (UAT) activities, rigorously ensuring that implemented solutions meet the specified business needs and deliver a positive Customer First experience.	
Senior/ Manager, IT Business Analyst (Supply Chain) 💼	**Education**: • Bachelors degree in business administration, Information Technology, Computer Science, Finance, or a related field. **Experience:** • At least 8-10 years of proven experience as an IT Business Analyst, System Analyst, or similar role in an IT environment. (Designations will commensurate with the candidates level of expertise and seniority). • Demonstrable experience with a variety of project methodologies (e.g., Agile Scrum, Waterfall). • Proven experience working with ERP software (PeopleSoft Oracle ERP and Ariba are essential), with a strong understanding of	• We're looking for a Senior IT Business Analyst who embodies our core values of Customer First, Collaboration, Ownership, Impact Driven, and Innovation to join our IT division. • In this 18 months contract role, you'll partner with Finance and IT teams to translate business needs into actionable system solutions, apply Design Thinking to enhance user experience, and identify opportunities to improve processes. • You'll also support Business-As-Usual (BAU) operations and Change Requests (CR), ensuring solutions align with business goals, compliance standards, and RWS's strategic direction. **Job Responsibilities**: • Strategic Business Analysis & Design Thinking • **Needs Elicitation**: Conduct in-depth business need analysis	• **Working Hours:** 5 days /week, Office Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 3 Lim Teck Kim Road (S)088934

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	system functionalities, business processes, and integration cross modules/peripheral systems. **Skills:** • Design Thinking • Business Need Analysis • Requirements Engineering • Process Improvement & Optimization • Problem Solving • Finance Domain Expertise • Stakeholder Management • Solution Collaboration • Communication & Facilitation • Adaptability & Attention to Detail • Proficiency in SQL, batch and power shell scripts, programming languages such as C#, Java, Python, JavaScript or similar languages. Control M and integration experience is added advantage. • Familiarity with cloud platforms (Microsoft Azure is preferred).	by proactively engaging with diverse stakeholders to deeply understand their goals, challenges, current processes, and underlying pain points, always maintaining a Customer First perspective. • **User Centric Solutioning**: Apply Design Thinking methodologies to thoroughly explore user needs, ideate innovative solutions, and prototype concepts, ensuring a human-centered approach to problem-solving and fostering Innovation. • **Opportunity Identification**: Identify strategic opportunities for business process improvement, automation, and digital transformation initiatives that deliver significant Impact. • **Facilitation**: Expertly facilitate workshops, brainstorming sessions, and stakeholder interviews to uncover root business problems and collaboratively define potential solutions. Requirements Engineering & Documentation • **Requirements Translation**: Translate high-level business needs into detailed, clear, concise, and testable business requirements (both functional and nonfunctional), user stories, and comprehensive use cases. • **Documentation Management:** Develop and maintain thorough documentation, including	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Business Requirements Documents (BRDs), functional specifications, process flows, data models, and User Acceptance Testing (UAT) plans, taking Ownership of documentation quality. • **Alignment & Feasibility**: Ensure all requirements are meticulously aligned with organizational strategic objectives and technically feasible within the existing or planned architectural landscape. Process Optimization & Problem Solving • **Process Analysis & Improvement**: Analyze existing business processes to identify inefficiencies, bottlenecks, and areas ripe for improvement. • Design and recommend optimized future state processes, leveraging technology and best practices to enhance operational efficiency and effectiveness, driving Innovation and Impact. • **Solution Engineering**: Proactively identify and analyze complex business and technical problems, breaking them down into manageable components. • Collaborate with technical architects, developers, and other IT professionals to engineer viable, sustainable, and scalable technical solutions that directly meet business requirements and strategic goals.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• **Solution Evaluation**: Evaluate potential solutions for their overall impact, technical feasibility, and strict alignment with enterprise architecture standards. • **Development Support**: Provide continuous support to the development team throughout the entire software development lifecycle, clarifying requirements and efficiently resolving any issues that arise Stakeholder Engagement & Quality Assurance: • **Liaison & Communication**: Act as the primary liaison between business units and IT teams, ensuring clear, consistent, and proactive communication across all project phases. • **Expectation Management**: Manage expectations of diverse stakeholders, including senior management, end-users, technical teams, and external vendors, fostering strong Collaboration. • **Negotiation & Consensus**: Effectively negotiate and mediate between potentially conflicting stakeholder needs to achieve consensus and maintain project momentum. • **Vendor Management**: Oversee the Application and Maintenance Support (AMS) team to ensure timely resolution of Incidents (IN) and Problems (PB), delivery of Service Requests (SR) and Change Requests (CR) in	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		accordance with the agreed Service Level Agreements (SLAs). • **Testing Support**: Support the creation of comprehensive test plans and detailed test cases based on defined requirements. Assist actively in User Acceptance Testing (UAT) activities, rigorously ensuring that implemented solutions meet the specified business needs and deliver a positive Customer First experience.	
Senior/ Manager, IT Business Analyst (Technical) 💼	• Bachelors degree in business administration, Information Technology, Computer Science, Finance, or a related field. **Experience** • At least 8-10 years of proven experience as an IT Business Analyst, System Analyst, or similar role in an IT environment. (Designation will commensurate with the candidates level of experience and seniority) • Demonstrable experience with a variety of project methodologies (e.g., Agile Scrum, Waterfall). • Proven experience working with ERP software (PeopleSoft Oracle ERP and Ariba are essential), with a strong understanding of system functionalities,	• We're looking for a Senior/Manager in IT Business Analysis who embodies our core values of Customer First, Collaboration, Ownership, Impact Driven, and Innovation to join our IT division. • In this 18 months contract role, you'll partner with Finance and IT teams to translate business needs into actionable system solutions, apply Design Thinking to enhance user experience, and identify opportunities to improve processes. You'll also support Business-As-Usual (BAU) operations and Change Requests (CR), ensuring solutions align with business goals, compliance standards, and RWS's strategic direction. Job Responsibilities: Strategic Business Analysis & Design Thinking • **Needs Elicitation**: Conduct in-depth business need analysis by proactively engaging with	• **Working Hours:** 5 days /week, Office Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 3 Lim Teck Kim Road (S)088934

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	business processes, and integration cross modules/peripheral systems. • Core Business Analysis Skills • Design Thinking • Business Need Analysis • Requirements Engineering • Process Improvement & Optimization • Problem Solving • Finance Domain Expertise • Interpersonal & Technical Aptitude • Stakeholder Management • Solution Collaboration • Communication & Facilitation • Adaptability & Attention to Detail • Proficiency in SQL, batch and power shell scripts, programming languages such as C#, Java, Python, JavaScript or similar languages. Control M and integration experience is added advantage. • Familiarity with cloud platforms (Microsoft Azure is preferred).	diverse stakeholders to deeply understand their goals, challenges, current processes, and underlying pain points, always maintaining a Customer First perspective. • **User Centric Solutioning**: Apply Design Thinking methodologies to thoroughly explore user needs, ideate innovative solutions, and prototype concepts, ensuring a human-centered approach to problem-solving and fostering Innovation. • **Opportunity Identification**: Identify strategic opportunities for business process improvement, automation, and digital transformation initiatives that deliver significant Impact. • **Facilitation**: Expertly facilitate workshops, brainstorming sessions, and stakeholder interviews to uncover root business problems and collaboratively define potential solutions. Requirements Engineering & Documentation • **Requirements Translation**: Translate high-level business needs into detailed, clear, concise, and testable business requirements (both functional and nonfunctional), user stories, and comprehensive use cases. • **Documentation Management**: Develop and maintain thorough documentation, including Business Requirements	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Documents (BRDs), functional specifications, process flows, data models, and User Acceptance Testing (UAT) plans, taking Ownership of documentation quality. • **Alignment & Feasibility**: Ensure all requirements are meticulously aligned with organizational strategic objectives and technically feasible within the existing or planned architectural landscape. Process Optimization & Problem Solving • **Process Analysis & Improvement**: Analyze existing business processes to identify inefficiencies, bottlenecks, and areas ripe for improvement. Design and recommend optimized future state processes, leveraging technology and best practices to enhance operational efficiency and effectiveness, driving Innovation and Impact. • **Solution Engineering**: Proactively identify and analyze complex business and technical problems, breaking them down into manageable components. • Collaborate with technical architects, developers, and other IT professionals to engineer viable, sustainable, and scalable technical solutions that directly meet business requirements and strategic goals. • **Solution Evaluation**: Evaluate potential solutions for their	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		overall impact, technical feasibility, and strict alignment with enterprise architecture standards. • **Development Support**: Provide continuous support to the development team throughout the entire software development lifecycle, clarifying requirements and efficiently resolving any issues that arise Stakeholder Engagement & Quality Assurance: • **Liaison & Communication**: Act as the primary liaison between business units and IT teams, ensuring clear, consistent, and proactive communication across all project phases. • **Expectation Management**: Manage expectations of diverse stakeholders, including senior management, end-users, technical teams, and external vendors, fostering strong Collaboration. • **Negotiation & Consensus**: Effectively negotiate and mediate between potentially conflicting stakeholder needs to achieve consensus and maintain project momentum. • **Vendor Management**: Oversee the Application and Maintenance Support (AMS) team to ensure timely resolution of Incidents (IN) and Problems (PB), delivery of Service Requests (SR) and Change Requests (CR) in accordance with the agreed	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Service Level Agreements (SLAs). • **Testing Support**: Support the creation of comprehensive test plans and detailed test cases based on defined requirements. Assist actively in User Acceptance Testing (UAT) activities, rigorously ensuring that implemented solutions meet the specified business needs and deliver a positive Customer First experience.	
Sous Chef	• Certificate in Culinary Skills / GCE O level or its equivalent • At least 5 years of culinary experience in hotels or fine dining restaurants with expertise in Western cuisine • Good interpersonal, communication and supervisory skills • Knowledge of HACCP (Hazard Analysis and Critical Control Points) • Proficient in Microsoft Office applications	• Assist Chef de Cuisine in overseeing day-to-day culinary operations in the kitchen • Lead and manage the kitchen with optimal manning level • Ensure that the culinary team maintains quality and standard of cooking whilst complying to health and safety standards • Assist with developing new menus and implementing initiatives on food cost control • Assist in training and development of the culinary team • Ensure compliance with SFA requirements for quality assurance and meet the required QA score • Manage and handle all corporate administrative duties	• **Working Hours:** 5 days /week, Shift Hours • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 8 Sentosa Gateway (S) 098269
Systems Operation Engineer (Wintel & Active Directory) 💼	• At least 5 of years' experience in systems administration or SysOps, preferably in a 24/7 operational environment	• We are seeking a detail-oriented and technically skilled Systems Operations Engineer to join our IT team. • The role is responsible for maintaining and optimizing Windows, Linux, and cloud-	• **Working Hours:** 5 days /week, Office Hours • **Employment Type:** Full Time

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	(hospitality, casino, or similar) • Knowledge of compliance requirements: PCIDSS, GDPR, ISO/IEC 27001 • Certifications such as AWS SysOps Administrator, Microsoft Certified: Azure Administrator, or CompTIA Security+ are advantageous. **Skills:** • Expertise in administering a multidomain/multisite AD environment • Expertise in designing, implementing, and troubleshooting Group Policy Objects (GPOs) • Strong knowledge of AD replication, topology, and domain controller management • Understanding of core AD security protocols (Kerberos, LDAP, NTLM) • Handson experience with Entra ID Connect for hybrid identity synchronization • Practical knowledge of user and group management in cloud (Entra ID) • Understanding of hybrid authentication methods (Password Hash Sync, Pass-Through Authentication) • Experience managing Microsoft DNS services integrated with Active Directory	based systems that support critical resort operations. • You'll work across hybrid environments (on-premises and cloud), implement automation and monitoring tools, respond to incidents affecting guest services, and ensure high system availability for 24/7 resort operations. • This role is key to ensuring delivery of uninterrupted, reliable systems and ICT infrastructure, contributing to IT divisions' goal of providing excellent IT service management. **System Operations & Maintenance:** • Design, implementation, management and security of our core identity infrastructure, including Active Directory Domain Services, Microsoft DNS, Public Key Infrastructure (PKI), and the Microsoft Entra ID (Azure AD) ecosystem. • Manage, monitor, and maintain Windows and Linux-based systems across hybrid environments (on-premises and cloud). **Cloud & Hybrid Infrastructure**: • Operate and maintain cloud services (AWS, Azure) integrated with on-premise data centers. • Support disaster recovery and high-availability configurations for critical hospitality and gaming systems.	• **Job Type:** Permanent • **Location:** 3 Lim Teck Kim Road (S)088934

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Ability to manage DNS records, zones, and troubleshoot name resolution issues • Experience deploying and managing a two-tier PKI (Public Key Infrastructure) • Knowledge of certificate templates, auto-enrollment, and CRL/OCSP management • Basic understanding of networking concepts (Firewalls, Load Balancers) as they are related to authentication • Good knowledge of Windows Server, Linux server, Windows Failover Clusters and network environments • Hands on experience with cloud infrastructure (AWS, Azure) • Familiarity with virtualization platforms (VMware, Hyper-V) will be advantageous • Scripting ability in PowerShell, Bash, or Python scripting for automation of AD and Entra ID tasks. • Strong attention to detail and commitment to uptime • Ability to perform under pressure, especially during major events or peak resort hours • Clear written and verbal communication, able to	**Monitoring & Reliability**: • Implement proactive monitoring using tools like SolarWinds, Datadog or Azure Monitor to prevent downtime in high traffic systems. • Quickly respond to incidents affecting guest services or operations and conduct thorough root cause analysis. • Automation & Configuration Management using tools like Ansible, Terraform, or PowerShell to automate provisioning and configuration. • Maintain configuration baselines for servers supporting hotel, casino, and resort services. **Security & Compliance**: • Enforce security best practices across all systems in compliance with industry standards such as PCIDSS (for gaming/payments) and GDPR (for guest data) including reviewing of hardening standards. • Manage patching and endpoint security to protect infrastructure. **Collaboration & Documentation**: • Work closely with IT, facilities, and service departments to align infrastructure with business needs. • Maintain detailed documentation of systems, procedures, and service records.	

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	work with technical and nontechnical teams		

#35 SATS

SATS is the world's largest air cargo handler and Asia's leading airline caterer headquartered in Singapore. We are present in the Asia-Pacific, the Americas, Europe, the Middle East and Africa.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Air Hub Specialist - AIC ⭐	• Minimum secondary education • Able to read, write and communicate in English • A valid class 3/D driving license • Able to work in a team and independently in a fast-paced environment • Comfortable with shift work	• You will operate heavy equipment and lead a team of staff to uplift and/or offload airline items to and from the aircraft as per our airlines' requirements	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Air Hub Specialist - Baggage ⭐	• Possess 4 GCE 'N' level credits / 3 GCE 'O' level passes or equivalent • A valid Class 3 driving license	• As a Baggage Lead, you are required to drive, load baggage and will be responsible for dispatch of baggage to respective flights.	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Air Hub Specialist - Ramp/ Tech Ramp ⭐	• Minimum secondary education • Able to read, write and communicate in English	• You will operate heavy equipment (Class 4 and/or Class 5) such as aerobridges, passenger steps, to facilitate flight handling and	• **Working Hours:** 6 days /week, 3 rotating shift

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• A valid class 3/D driving license • Able to work in a team and independently in a fast-paced environment • Comfortable with shift work	embarkation / disembarkation of passengers.	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Aircraft Aesthetics Specialist - AIC ⭐	• Able to read, write and communicate in English • Comfortable in using PCs • Able to work in a team and independently in a fast-paced environment • Comfortable with shift work • Physically fit and able to climb stairs	• You will assist your officer to ensure that there are sufficient resources deployed to facilitate interior cleaning of the aircraft. In addition, you monitor for changes in flight schedules and update the flight handling team accordingly.	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Assistant Manager/ Manager, Operational Excellence 💼 ⭐	• Degree in Industrial Engineering, Mechanical Engineering, Operations, or related fields • 5–8 years' experience in Operational Excellence, Continuous Improvement, Industrial Engineering, or Operations • Lean Six Sigma Green Belt preferred; PMP or Black Belt is an advantage • Strong analytical capability with proficiency in time studies, data analysis, process optimisation,	We are strengthening SATS' Operational Excellence (OE) and building a data-driven organisation to enhance productivity, reliability, and decision-making. This role drives continuous improvement, supports dashboarding and development, and partners with Business Units to deliver measurable operational and cost results. **Key Responsibilities** • Lead and support OE/CI projects (Lean, Six Sigma, Kaizen) to improve productivity, cost efficiency, and service reliability. • Drive cost-saving initiatives and ensure strong project	• **Working Hours:** 1 day /week, 8.30am - 5.30pm • **Employment Type:** Full Time • **Location:** 20 Airport Boulevard (S)819659

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	and performance modelling • Hands-on skills in dashboards/analytics tools (Power BI/Tableau), data visualisation, or automation preferred • Experience leading projects and teams or cross functional teams • Forward-thinking, innovative, strong project manager, and a self-starter who can work independently and influence stakeholders at all levels	management, including close follow-up, milestone tracking, and sustained implementation. • Conduct time studies, manpower/resource optimisation, capacity modelling, and workflow redesign. • Support the development of dashboards: integrate data flows, build dashboards, analyse trends, and enable faster decision-making. • Strengthen process discipline through SOPs, KPIs, root-cause analysis, and cross-functional problem solving. • Collaborate and lead cross-functional teams across Operations, Finance, Tech and other BUs. Coach and train operational teams in OE tools, Lean thinking, and data-based decision-making.	
Auxiliary Police Officer ⭐	• Minimum 3 'N' level credits (diploma holders may be considered for Sergeant rank) • Must be able to pass annual IPPT (Individual Physical Proficiency Test) • Must be able to identify and differentiate color for work purposes. • Comfortable with rotating work shifts	• As an Auxiliary Police Officer (APO), you will be stationed at the frontlines to provide security services for airlines, protect modern aircraft fleets, and ensure the safe transport of travelling passengers. • Other ad-hoc duties include securing the safety of other vital installations in Singapore	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Cargo Coordinator ⭐	• Minimum diploma holders or experienced with warehouse operations • Supervisory skills	• Handle Cargo shipments in the warehouse either by hand or forklift together with a group of Cargo handlers. • Check documentations and real time data, ensuring	• **Working Hours:** 6 days /week, Shift Work

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Able to multi-task and communicate with third parties • Able to work permanent shift work • Able to lift heavy objects • Willing to learn to drive a forklift • Normal color vision (required due to job demands)	compliance with procedures and regulations. • Attend to airlines and third parties like agents enquiries and follow-up on issues. • Supervise and responsible for a team of Cargo handlers, ensuring Cargo shipments are loaded and unloaded on time and in compliance with all safety requirements.	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Customer Care Specialist ⭐	• Possess 4 GCE 'N' level credits / 3 GCE 'O' level passes or equivalent • Professionalism, Patience and a "People-first" attitude • Comfortable with shift work • Able to carry >25kg	• You will attend to passengers at arrival claims with mishandled and damaged baggage. • Raise reports of mishandled and damaged bags, according to the various airline requirements. • Trace mishandled baggage and keep passengers informed of the tracing status • Assist passengers with odd size bags • Answer hotline calls on baggage matters	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Customer Service Agent ⭐	• Pleasant with a cheerful disposition and good interpersonal skills • Dynamic individual with service aptitude and willingness to go the extra mile • Able to work well in teams • Good command of written and spoken English • Meticulous and an eye for details • Good problem-solving skills • Able to perform basic computer transactions	You play a vital role in creating a memorable experience for all our passengers through a variety of quality passenger services. Your main roles and responsibilities involve: • Greet passengers upon their arrival and ensure a smooth departure process. This includes checking in and managing various flight and customer requests • Assist passengers with special needs. This includes helping passengers with reduced mobility, non-English speaking passengers and unaccompanied minors	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Provide customer service in exclusive premier lounges at Changi Airport which are designed to provide passengers with maximum comfort as they relax and unwind before their flights. This includes the provision of meet/greet services at the reception area and attending to the needs of lounge guests in a proactive manner	
Driver ⭐	• Singapore Class 3 or Class 4 Driving license.	• To provide driving services to SATS Auxiliary Police to their job locations around the airside and islandwide.	• **Working Hours:** 5 or 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Engineering Technician - Apron ⭐	• Nitec or Higher Nitec qualifications in Automotive (Light vehicles) / Automotive (Heavy vehicles) or equivalent • Preferably 2 years of relevant work experience • Comfortable with working on rotating shifts	• Perform preventive and corrective maintenance on Ground Service Equipment and projects works where required • Liaise with Stores to resolve any matters pertaining to spares • Preparing and submitting relevant paperwork • Other duties as assigned	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Engineering Technician - Catering ⭐	• Diploma (non-local), Nitec (Local) or, min 2 years of relevant work experience is preferred	As a Technician, you will be part of a team responsible for maintaining modern equipment	• **Working Hours:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Computer-literate and competent in using Microsoft office/outlook, SAP application and IT	and various systems in the commercial kitchens such as: • Warehouse systems • Material handling and automation systems • Refrigeration systems • Kitchen equipment • Packaging and inspection machines • Washing machines • Waste management systems and more **Individuals are also expected to:** • Be proactive in resolving technical faults, contributing initiatives and continuous improvements • Always observe and follow all Safe Work Procedures and Food Safety requirements • Always ensure Safe Work environment by housekeeping of all work areas and report any safety hazards immediately • Perform and support other relevant duties and projects assignments if required	6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Equipment Operator (Cargo) ⭐	• Nitec or Higher Nitec qualifications in Electrical or Mechanical Engineering or equivalent with preferably 2 years working experience. • Possess basic computer skills and knowledge of Microsoft Office • Able to work in warehouse environment and harsh environments such as cold rooms, high humidity, wet conditions and steamy environment and also	• You will be part of a team responsible for the maintenance of material handling equipment, forklifts, tractors, equipment and various systems at the SATS Cargo Airfreight Terminals. • You will perform trouble shooting functions and undertake basic repair work. • Working jointly with our vendors, you will assist to ensure that operations are not disrupted due to breakdown of the equipment within the warehouse.	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	able to work at high ground • Can work on rotating shifts or weekends, if required • Normal color vision (required due to job demands) • Physically fit and able to bend, walk and stand		
Executive/ Senior Executive, HSSE APAC (System Administration) 💼 ⭐	• Degree or Diploma in Occupational Safety, Technical, Engineering, or a related field • Familiarity with HSSE terminology, processes, and common industry jargon is advantageous • Experience using online safety management software or similar data management platforms, preferably in an administrative or superuser role • Strong data management and analytical skills, with proven experience generating reports that support both senior management and ground-level teams in understanding HSSE performance and decision-making. • Strong interpersonal and communication skills, with the ability to engage and influence cross-functional teams and regional stakeholders • Demonstrated ability to take initiative and drive	The Executive/Senior Executive, HSSE APAC (System Administration) is a regional position responsible for managing Pulse system information to support leaders and employees as needed to manage performance. Pulse is the internal name of SATS HSSE System. It is a key role, working closely with the Global Owner of Application (GOA) from Group HSSE and Regional HSSE champions to support data quality for performing accurate analyses and developing effective HSSE strategies. **Pulse Input & Investigation** • Review and validate daily inputs on reported events, near-misses, and hazards. • Assign risk levels based on the SATS HSSE Risk Matrix to ensure appropriate follow-up. • Appoint investigators and ensure investigation details are recorded in Pulse. **Pulse Analytics** • Support HSSE Leads in data analysis, trend monitoring, and trimester	• **Working Hours:** 1 day /week, 8.30am - 5.30pm • **Employment Type:** Full Time • **Location:** 34 Changi North Crescent (S)499614

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	process improvements independently	reporting on high-risk areas. • Use tools like Power BI and Excel to generate dashboards and reports for HSSE and internal stakeholders. • Track and report key performance indicators. **Pulse Account & Data Management** • Manage user accounts, roles, and permissions in line with job responsibilities. • Review and audit organizational/staff data before uploading. • Remove inactive or obsolete accounts. • Ensure Pulse organisational structures reflect actual operations. **Support & Training** • Serve as first-level support for Pulse issues and queries. • Conduct user training, provide updated guides/manuals, and cascade updates from Global Office. • Partner with HSSE Pulse Champions to strengthen reporting and inspections. • Ensure data accuracy, completeness, and privacy compliance through regular audits. **Pulse Development Management** • Communicate updates, new features, and	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		maintenance schedules to users. • Collect user feedback, escalate complex issues, and contribute to system enhancements. • Participate in testing of new functionalities or upgrades. • Work with Global Office/Enablon teams on improvements when needed.	
Food Assembly Assistant ⭐	• Conversant in English to use PCs and computer systems related to area of work (e.g. Infolog), read computerized worksheets, check and respond to emails when on duty • Possess good knowledge of food hygiene and food handling procedures • Comfortable with 6-days work week on rotating shift	Food Assembly Assistant reports to Catering Supervisor/Officer (Tray Assembly) with the duties below: • Preset Business, Premium Economy and Economy class meals on trays according to airline's specifications. • Collect all the required items and equipment for presetting • Operate the assembly conveyor belts and put the required food items and service wares on the trays based on the ETD of the flights. • Perform such other duties as directed from time to time by the Catering Officer/ Supervisor	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Graduate Assimilation Programme ⭐	• Applicants must have graduated with a degree within 2021 to 2026. • You must be able to commence employment in July 2026 • You must be open to island-wide work locations and potential overseas attachment opportunities • To register your career interest with us, please	Our Graduate Assimilation Programme (GAP) provides critical career skills for fresh graduates who are looking for entry opportunities that could lead to a fulfilling long-term career with SATS. GAP is designed to nurture high-potential graduates, offering the opportunity to gain first-hand insights and exposure to key aspects of SATS' global businesses.	• **Working Hours:** 5 days /week, 8.30am - 5.30pm • **Employment Type:** Full Time • **Location:** 20 Airport Boulevard (S)819659

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	send in your online applications with us no later than 22 February 2026.	During this comprehensive 1-year programme, you will be rotated across multiple functional streams and develop under the mentorship of industry leaders. Through this, you will accelerate your learning in areas such as Operational Excellence, Sustainable Business Operations, Leadership and Personal Development, and many more.	
Loading Delivery Assistant ⭐	• Be able to lift Catering materials weighing up to 25 kgs • Ability to read and speak English to use PC and computer systems related to area of works, and liaise with Cabin Crew for hand-over of meals. • Ability to work in a multi-cultural team • Comfortable with 6-days work week on rotating shift	As a Loading Delivery Assistant, your responsibilities are as follows: • Driving either a Hi-Lift or Van to transport meal orders between the kitchen and the aircraft. • Assist in the loading of meal item into the hi-lift and aircraft as per loading plan • Check hi-lift/van for serviceability before use, report all defects for immediate action • Ensure on-time completion of trips, with adherence to safety and operating procedures. • Maintain cleanliness of the hi-lift/van and free of unauthorized items in the hi-lift/van • Any other duties assigned or instructed by the Cabin Services Supervisor or Cabin Services Officer.	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Operations Assistant (Cabin Services) ⭐	• Possess basic frontline customer service skills • Ability to work in a multi-cultural team • Be able to lift Catering materials weighing up to 25 kgs	The Operations Assistant (Cabin Services) will report directly to Cabin Supervisor and his/her duties and responsibilities are as follows: • Ensure the assigned flight meals, beverages and other Inflight items are prepared for	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Ability to read and speak English to use PC and computer systems related to area of works and liaise with Cabin Crew for hand-over of meals. • Comfortable with 6-days work week on rotating shift	uplift to aircraft according to the airlines' requirements • Coordinate with Catering Control to check the latest passenger load prior to leaving the Catering Centre facility • Load and unload of Catering items into and off aircraft according to the Galley Loading Plan and is the staff in-charge of the galley loading for the galley assigned • Check meals with cabin crew on board the aircraft after loading • Obtain crew signature on checklist and supply documents and submit these to Control Centre at the end of the shift • Co-ordinate for any last-minute additional meals or items uplift • Any other duties assigned or instructed by the officer or supervisor	Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Operations Assistant (Cargo) ⭐	• A valid Class 3 or Class D driving license for OAD • Able to work permanent shift work • Able to carry cargo/objects up to 20kg • Willing to learn to drive a forklift • Normal color vision (required due to job demands)	• Perform various duties which include acceptance of Cargo, manifesting and ensuring warehouse documentation is in order. • Day-to-day operations include receiving and overseeing delivery of Cargo shipments efficiently and safely. • Responsible and accountable for Cargo shipments in the warehouse.	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Operations Assistant (Catering) ⭐	• Ability to work in a multi-cultural team	You will be working in a commercial kitchen preparing in-flight meals for airline clients,	• **Working Hours:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Be able to lift Catering materials weighing up to 15 kgs • Conversant in English to use PCs and computer systems related to area of work (e.g. Infolog), read computerized worksheets, check and respond to emails when on duty • Possess good knowledge of food hygiene and food handling procedures • Comfortable with 6-days work week on rotating shift	with the following responsibilities: • Assist in retrieval of pax loads from system (ICCMS) and support dishing duties in Casserole Assembly, based on pax loads and flight schedule • Adhere to dishing schedule and ensure timely completion of dishing • Guide, and monitor performances of staff and service crew • Adhere to HACCP, Medina food safety requirements, and all hygiene procedures • Ensure compliance to dishing SOPs • Operations of metal detectors and casserole sealing machines	6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Operations Assistant (Equipment) ⭐	• Ability to work in a multi-cultural team • Comfortable to squat, stand and bend repeatedly to handle bins, carts and drawers. • Comfortable to lift equipment weighing up to 15kg.	• Conduct Quality checks on the carts packed by the packers • Check airline equipment to accuracy in quality and quantity • Adjust equipment inside the cart to ensure safety and better fit • Push carts that have been packed out to outbound for staging • Pack and repack carts/drawers as and when necessary • Interpret the Equipment Loading Plan and be able to change equipment for aircraft change within short notice	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Operations Assistant (Food Checker) ⭐	• Possess basic frontline customer service skills • Ability to work in a multi-cultural team • Be able to lift Catering materials weighing up to 15 kgs	The individual reports to Catering Supervisor/Officer (Tray Assembly) with the duties below • Collect, build up the carts and check all meals, beverages and other Inflight items for	• **Working Hours:** 6 days /week, 3 rotating shift

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Ability to read and speak English to use PC and computer systems related to area of works and liaise with stakeholders for hand-over of meals. • Comfortable with 6-days work week on rotating shift	uplift to aircraft according to the airlines' requirements. • Perform pick confirm on Infolog upon the collection of all items from Food Bank, Sub-store, and Bakery. • Ensure that equipment set is completely according to airlines' requirements • Co-ordinate last-minute additional meals request. • Ensure the work area is tidy/clean and all bins are returned to their designated areas after each airline's groundwork. • Dispose of rubbish and carton boxes at their designated places	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Passenger Services Associate ⭐	• Able to perform rotating shift work including weekends and public holidays • Customer Oriented and a good team player • Comfortable with using computer • Able to converse and write in English confidently	• Greeting passengers upon their arrival and ensuring a smooth departure process. This includes checking in and managing various flight and customer requests • Service ambassador to assist and guide passengers on the use of Self-Service Kiosk and Auto Bag Drops • Gate handling duties including communicating with airline crews and coordinating departure activities with various departments • Guiding and escorting transit passengers from arrival gate to Transfer Holding Area (vice versa) • Assisting passengers who require special assistance • Assisting to create operational logs and documentation as required, such as gate reports and counter reports	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Act as an interface between passengers and airline customers • Maintain professional decorum, grooming and communication at all times • Customer-centricity in handling of passengers with empathy, professionalism and service excellence • Ensures compliance to safety, security and standard operating procedures of the company, airlines and airport authorities • Maintain full awareness of assigned flight schedules and statuses, and gate changes • Assist with on-the-ground logistics during flight disruptions, delays, diversions or irregular operations (IRROPs) • Any other Ad-hoc duties assigned by your supervisor	
Ramp Associate ⭐	**Education/Experience:** • Possess a valid Class 3 driving license (an added advantage). **Skills & Qualities:** • Observant, independent, and able to exercise sound judgment. • Able to work under pressure to meet tight reporting deadlines. • Willingness to pick up new skills and broaden knowledge in ramp operations. • Dynamic, self-driven, and an effective team player.	**1. Aircraft Handling & Safety:** • Ensure accurate and safe handling of aircraft at the Aircraft Site/Non-Motorized Equipment (NMEs), Passenger Loading Bridge (PLB), and headset functionality. • Perform Foreign Object Debris (FOD) sweep to ensure that there are no obstructions on the PLB path. • Ensure that the Headset/PLB function is carried out in accordance with the Civil Aviation Authority of Singapore (CAAS) requirements. **2. Baggage and Cargo Handling**: • Dispatch incoming baggage to the Arrival Baggage Sorting	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Positive attitude towards work and collaboration with others. • Excellent communication skills and attention to detail.	Area, Interline Baggage Trays (BTs) to the Interline Sorting Area, and cargo in transit for aircraft-to-aircraft transfer. • Assist with baggage handling and ensure efficient sorting and dispatch of items. **3. Passenger Loading Bridge (PLB) Operations:** • Engage and disengage the PLB to facilitate smooth passenger embarkation and disembarkation. • Assist in docking and undocking of the PLB. • Perform marshalling duties in the event the PLB malfunctions. **4. Equipment Handling & Maintenance:** • Conduct checks before clearing all non-motorized equipment and unused containers from the parking bay. • Ensure the safe operation and maintenance of ground support equipment and report any malfunctioning or damaged equipment. **5. Safety Reporting:** • Report any accidents involving equipment or incidents occurring during the course of duty. • Adhere to safety protocols and maintain awareness of potential hazards on the ramp. **6. Ad-Hoc Duties:** • Perform any additional tasks as required by the Ramp	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Loading Office or Reporting Officer.	
Security Officer ⭐	• Proficient to communicate in English • Valid PLRD Security License • Normal Colour Vision • Able to perform rotating shift	Your responsibilities include providing security services at key installation areas, such as: • Perform CCTV & Control Room monitoring duties • Undertake screening of cargo & personnel • Perform X-ray screening access controls, guarding & patrolling of installs • Any other duties as assigned	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Senior Executive/ Assistant Manager, Business Development & Operations 💼 ⭐	• Degree in Industrial Engineering, Mechanical Engineering, Operations, or related fields • 5–8 years' experience in Operational Excellence, Continuous Improvement, Industrial Engineering, or Operations • Lean Six Sigma Green Belt preferred; PMP or Black Belt is an advantage • Strong analytical capability with proficiency in time studies, data analysis, process optimisation, and performance modelling • Hands-on skills in dashboards/analytics tools (Power BI/Tableau), data visualisation, or automation preferred	1. Innovate and Launch Branded Cargo Solutions • Develop and introduce new products and services with distinctive branding to capture emerging opportunities. These offerings should reinforce SATS Cargo's reputation as the premier ground handler in Changi Airport. 2. Lead Operational Excellence for E-Commerce and Value-Added Services • Lead a high-performing operations team within Cargo Terminal Operations to accelerate the implementation of new value-added services. Champion operational excellence by introducing work improvement initiatives through process studies, with a strong focus on staff deployment and development, technology adoption, safety, and	• **Working Hours:** 5 days /week, 8.30am - 5.30pm • **Employment Type:** Full Time • **Location:** 85 Airport Cargo Road (S)819460

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Experience leading projects and teams or cross functional teams • Forward-thinking, innovative, strong project manager, and a self-starter who can work independently and influence stakeholders at all levels	regulatory compliance. 3. Expand Revenue Streams through New Customer Segments • Identify and pursue new customer segments and business opportunities to drive revenue growth and profitability. Focus on expanding new and emerging service verticals that complement our core cargo operations. 4. Implement Projects and Marketing Initiatives to Meet Financial Goals • Design and execute strategic projects and marketing campaigns that align with budgetary targets and financial objectives, ensuring measurable impact and sustainable growth. 5. Strengthen and Grow Relationships with Clients and Partners • Cultivate strong, trust-based relationships with both new and existing clients, as well as service partners, to enhance collaboration, customer satisfaction, and long-term business success.	
Trainee Air Hub Lead - AIC ⭐	• Diploma in any discipline • Physically fit • Comfortable with shift work	• Supervise the cleaning of the aircraft performed by the teams under your care as per airlines' requirements and within stipulated timings • Plan and check daily aircraft movements • Prepare and manage daily staff deployment schedules to ensure that the aircraft cleaning teams are deployed	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		to the aircraft in an efficient and timely manner • Co-ordinate with other operation units in the Control Centre to communicate and ensure efficient and sufficient deployment of manpower	• **Location:** 20 Airport Boulevard (S)819659
Trainee Air Hub Lead - Baggage ⭐	• Diploma in any discipline • Physically fit • Comfortable with shift work	• Supervise baggage operations to ensure baggage is dispatched to aircraft in a timely manner as per airline's requirements or stipulations by the aviation authority.	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Trainee Air Hub Lead - Flight Ops ⭐	• Diploma in any discipline • Physically fit • Comfortable with shift work	• Monitor and disseminate airline schedules to other SATS departments, airline representatives and external business units. • Ensure movement messages are transmitted promptly. • Coordinate with relevant department(s) on crew's request. • Coordinate with airline representative for any AOG or flight delays / cancellation. • Preparation and presentation of crew briefing package according to airline policy/SOP. • Coordinate with relevant departments for any fuel / weight restrictions and Zero fuel Weight. • Coordinate with SIN AIS and airline's dispatcher in the	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		event that flight rerouting is required or any irregularity. • Ensure stipulated hotels are informed of crew names and flight details prior to crew's arrival. • Ensure crew lists and allowance sheets (if any) are disseminated out to relevant parties. • Coordinate with airlines' hotels and transport companies for bookings and any revision to departure details and for any last-minute arrangement when required.	
Trainee Air Hub Lead - Load Control ⭐	• Diploma in any discipline • Physically fit • Comfortable with shift work	• You will perform Weight & Balance responsibilities for departing flights from Changi International Airport as well as departing flights from other international airports around the globe. • Your essential roles are to ensure that the structural weights of an aircraft are within its safety parameters and that each departing flight is in "trim" and balanced within the centre of gravity. • You will also be responsible for the completion of the Loadsheet and its related Weight and Balance documentation according to IATA rules and regulations, handling pre-load calculations, load distribution and planning, timely issuance of loading instructions, and timely presentation of loadsheets to pilots before flight departures.	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Trainee Air Hub Lead - Lost & Found ⭐	• Diploma in any discipline • Physically fit • Able to lift 20-30kg • Comfortable with shift work • High patience level	• Assist in the day-to-day operations of Baggage Arrival Services Office and assist the Duty Manager. • Responsible for petty cash • Assist in PIR and manage passengers' expectations • Ensure passengers are updated regularly on the status of their baggage • Assist in Arrival claim belt if required or during critical disruptions	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Trainee Air Hub Lead - Ramp ⭐	• Diploma in any discipline • Physically fit • Comfortable with shift work	• Ground operations standards are the key to ensuring that airports receive and dispatch aircraft efficiently and safely. • You will supervise flight handling and manage ramp operations to ensure smooth aircraft handling.	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Trainee Air Hub Lead - SMC ⭐	• Diploma in any discipline • Physically fit • Comfortable with shift work	• Plan, schedule and achieve workshop maintenance production for GSE and/or vehicles • Manage in-house workforce, and/or outsourced contractor production/shift supervisors, and shift planning	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Trainee Air Hub Lead - Tech Ramp ⭐	• Diploma in any discipline • Physically fit • Comfortable with shift work • Class 3 Driving License	You will operate equipment and perform the following function: • ADGS/Marshalling/Headset Functions • Potable Water/Lavatory Services • Operate Full Ground Support Equipment (GPU, ASU, ACU) • Tail Stanchion • Pushback/Towing Services	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659
Trainee Customer Service Officer ⭐	• A diploma in any discipline • Good command of written and spoken English • Pleasant with a cheerful disposition and good interpersonal skills • Team player in a fast-faced environment. • Independent and able to multi-task • Able to prioritise tasks effectively to ensure most important tasks are completed on time	• Oversee and lead a team in managing daily operations, and make final decisions on matters of importance to ensure positive passenger experience and satisfaction • Guide, develop, motivate and mentor new and existing staff alike • Maintains utmost service, grooming and discipline standards amongst staff • Ensures compliance to safety, security and standard operating procedures of the company, airlines and airport authorities • Assist the Duty Manager in the daily deployment based on agreed service standards with the Airlines and Airport Authorities	• **Working Hours:** 6 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 20 Airport Boulevard (S)819659

#36 SBS Transit

SBS Transit is a leading bus and rail operator in Singapore. Every day, we carry millions of passengers on our extensive bus and rail network. But we believe in not just being a people mover - we believe in the journey, and not just the destination. This is why we have invested extensively in technology and training, constantly looking to upgrade not just our operations but our people as well.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
[DTL] Assistant Engineer, Rail Power (Power Facility Regulator) 💼 ⭐	• Entry level candidates are welcome to apply • Good interpersonal skill • Good planning and writing skills • Resourceful, self-motivated and result-oriented • Good team leader • Able to perform 3 rotating shift work • Able to identify colours	• Regulate the Electrical Power Distribution of DTL HV, LV & DC traction power networks in the operation control center • Monitoring and control of power equipment such as HV equipment, DC traction power equipment and LV equipment in the operation control center • Monitoring and control of ECS equipment such as Tunnel ventilation system, station air-con, mechanical ventilation • Liaise with maintenance team to ensure fast response to clear system faults and carry out the repair servicing works • Ensure safety plans are implemented with all safety hazards eliminated • Perform works and documentation in accordance to ISO Quality Standards and quality procedures	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Islandwide
Assistant Engineer (LRT Power) 💼	• Diploma in Electrical/Electronics Engineering or equivalent from a recognised institution • Higher NITEC or NITEC qualification in Electrical/Electronics Engineering with a minimum 5 years	• To perform monitoring and control operations for NEL Power Supply & Environment Control System (ECS) via ISCS in the Operational Control Centre.	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 91 Sengkang

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	experience as Technical Officer. • Must be prepared to perform duties on shifts		East Avenue (S)545072
Assistant Engineer (Maintenance) , Rail Power 💼 ⭐	• Entry level candidates are welcome to apply • Good interpersonal skill • Good planning and writing skills • Resourceful, self-motivated and result-oriented • Good team leader • Able to perform 3 rotating shift work • Able to identify colours	• Lead a maintenance team in the operation and maintenance of DTL HV, LV and DC traction power equipment to meet safety, reliability and availability criteria for the MRT system to operate • Maintain the power and electrical systems for the Downtown Line HV, LV and DC traction power network	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 350 Woodlands Road (S)677730
Assistant Engineer, Rolling Stock - JRL 💼	• Requires a Higher Nitec or Nitec in Electrical, Electronic, Mechanical, or Mechatronic Engineering. • Preferably has 1 year of relevant experience in the railway industry. • Knowledgeable in electrical, electronic, pneumatic, and air conditioning systems. • Possesses planning, prioritizing, interpersonal, and communication skills; shows initiative and can work independently under pressure. • Must be able to work on a 3-shift rotating schedule	• Perform scheduled preventive and corrective maintenance on electric trains, engineering vehicles, and related equipment, ensuring compliance with quality, safety, and operational procedures. • Attend and complete required training to gain qualifications and competency for maintenance tasks, including supporting roles like shunter or crane/forklift operator. • Maintain a clean and safe working environment, follow safety protocols, and ensure all maintenance work is done by competent staff and thoroughly tested. • Participate in inspections, report and resolve hazards, and ensure trains meet minimum condition standards before being cleared for service	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Tengah Depot
Bus Captain	• Possess a valid Class 3A/3/4 driving license, with minimum 1 year driving experience	• Provide a safe and pleasant journey for passengers • Ensure revenue collection • Ensure proper care of bus	• **Working Hours:** Up to 44 hrs/ week,

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
			Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Islandwide
Bus Technician	• Minimum 1 to 2 years relevant experience in a similar industry • Shift work may be required	• Identify and rectify mechanical defects on buses • Perform daily preventive maintenance to ensure reliability of buses • Perform overhaul of mechanical components, as well as service air-conditioning systems	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Islandwide
Deputy Workshop Manager 💼	• Degree in Engineering • At least five years of relevant experience in automotive industry • May be required to work on weekends as requested by superiors to address operational needs	• **Bus Maintenance & Workshop Matters** 1) Assist Workshop Manager to ensure quality maintenance of buses and efficient management of workshop to meet Negotiated and Tender Contracts and regulatory requirements 2) Assist the Workshop Manager to ensure that there are sufficient reliable buses to meet daily operational needs 3) Implement directives set by HQ, Bus Engineering or Workshop Manager 4) Ensure the smooth and timely execution of any projects and campaigns 5) Ensure spare parts, components and other supplies required by the	• **Working Hours:** Mon – Fri: 8 - 5.30 PM, 42.5 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 205 Braddell Road (S)579701

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		workshop are available, documentation in order and safe storage 6) Supervise and maintain cleanliness of workshop premises and upkeep the equipment & facilities 7) Supervise the maintenance and calibration of all equipment and tools including PE certification 8) Monitor pre-matured failures of parts or components and follow-up with Bus Assets and Supplies 9) Attend to bus issues, investigate unsafe acts in the workshop and take corrective actions, Investigate bus incident in workshops or at site 10) Assist the Workshop Manager to control expenses within the approved budget 11) Monitor buses with high breakdowns and implement remedial measures to improve bus reliability 12) Conduct daily post-maintenance audit, including those from contractors **Staff Discipline and Welfare** 1) Ensure all workshop staff comply with all company policies, workshop procedures, safety regulations, directives and work instructions	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		2)Monitor the performance of staff, enforce discipline and attend to any grievances 3)Liaise and update the Union on all disciplinary cases and other staff matters 4) Conduct weekly toolbox talk and monthly safety briefing **Others** 1)Promote LEAN, PIP and any Productivity and Green movement 2)Liaise and if needed, negotiate with contractors / suppliers during business 3)Any other duties as assigned by HQ or Workshop Manager	
DTL Station Manager	• Minimum diploma holder, preferably degree holder • Able to reach a height of 200cm with both hands • Willing to perform shift work, including weekends and Public Holidays • Minimum 4 years of leadership experience, preferably in the service or retail industry • Preferably to be a member of the Chartered Institute of Transport or relevant Engineering Institute • Required to manually operate station and trainborne equipment	• Handle operational issues, including passenger flow and crowd control. • Ensure emergency and crowd control plans are in place and up to date. • Protect station revenue and resolve ticketing-related issues. • Ensure staff compliance with company policies, performance targets, and emergency procedures. • Monitor and review train service, staff, and equipment performance; take corrective actions as needed. • Maintain performance, customer service, training, and administrative records of	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Islandwide

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Possess a pleasant disposition and personality • Good interpersonal skills with a passion to work with people • Ability to identify colours	Assistant Station Managers (ASMs) • Implement measures to improve performance of ASMs, especially those in the lower and upper quartiles. • Act as Incident Officer during critical incidents or emergencies to manage recovery and safety. • Ensure passenger compliance with Rapid Transit Systems (RTS) Regulations; ensure ASMs are well-versed in RTS. • Serve as an Emergency Train Driver when necessary. • Plan and conduct training for trainees and ASMs; requalify ASMs whose track access certification has lapsed. • Handle operational issues, including passenger flow and crowd control. • Ensure emergency and crowd control plans are in place and up to date. • Protect station revenue and resolve ticketing-related issues. • Ensure staff compliance with company policies, performance targets, and emergency procedures. • Monitor and review train service, staff, and equipment performance; take corrective actions as needed. • Maintain performance, customer service, training, and administrative records of Assistant Station Managers (ASMs) • Implement measures to improve performance of ASMs, especially those in the lower and upper quartiles.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Act as Incident Officer during critical incidents or emergencies to manage recovery and safety. • Ensure passenger compliance with Rapid Transit Systems (RTS) Regulations; ensure ASMs are well-versed in RTS. • Serve as an Emergency Train Driver when necessary. • Plan and conduct training for trainees and ASMs; requalify ASMs whose track access certification has lapsed.	
Engineer, Facilities Management - JRL 💼	• Recognized degree in Engineering, Building Services, or Facilities Management is required. • Preferably 4 years of relevant experience in building or rapid transit system E&M services maintenance. • Strong leadership, management, interpersonal, and communication skills are essential. • Must be a team player who is self-motivated, resourceful, responsible, and dependable.	• A52Supervise contractors, ensure maintenance quality, and manage mechanical/building systems for safety, availability, and reliability. • Assist in project coordination, liaise with authorities, provide technical support, and lead investigations into system faults. • Conduct training, review system performance, manage logistics and budgets, and ensure compliance with QA, safety, and cybersecurity standards. • Enforce safety protocols, investigate incidents, conduct safety inspections and talks, and review risk assessments and work instructions	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Tengah Depot
Engineer, Rolling Stock - JRL 💼	• Requires a recognized Bachelor's Degree in Electrical, Electronics, Mechanical, or Mechatronics Engineering from a reputable university, with at least 3 years of post-graduate experience, including 2	• A52Supervise contractors, ensure maintenance quality, and manage mechanical/building systems for safety, availability, and reliability. • Assist in project coordination, liaise with authorities, provide technical support, and lead	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	years in a railway environment. • Strong knowledge of electrical, electronic, air-conditioning, mechanical, and pneumatic systems in electric trains, along with diagnostic software and fault-finding skills. • Demonstrates strong troubleshooting, analytical, leadership, and communication skills, with the ability to manage and motivate a team. • Must be available for 24-hour standby duty for emergency recalls	investigations into system faults. • Conduct training, review system performance, manage logistics and budgets, and ensure compliance with QA, safety, and cybersecurity standards. • Enforce safety protocols, investigate incidents, conduct safety inspections and talks, and review risk assessments and work instructions	
Executive, Supplies 💼	• Possess a Degree in Supply Chain or related Engineering discipline. • 1-3 years of related Supply Chain experience (automotive/automobile, transport background will be plus). • Good Communication and negotiation skills. • May be required to work on weekends as requested by superiors to address operational needs	**1)Provisioning and Inventory Management** a) Partner various internal BE and external departments, including Group Procurement, Product Teams and Workshops to ensure inventory level meets demand forecasts. b) Provide monthly reports to management on supply performance. c) Identify areas of cost reduction through alternate sourcing. d) Manage weekly provisioning and identifying inventory that requires provisioning and/or re-distribution. e) Provide monthly consignment settlement reports to consignment vendors for reconciliation. f) Work with suppliers and manage relationships to	• **Working Hours:** Mon – Fri: 8am - 5.30 PM, 42.5 hrs/week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 205 Braddell Road (S)579701

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		negotiate optimal terms of support. g) Mitigate risks related to stockout, overstock, or inventories inaccuracies, proactively identify issues and develop solutions. h) Lead and mentor a team of Inventory planners. i) Other ad hoc duties assigned by Head of Supplies. **2)Warehousing Management** a) Oversee Warehouse Logistics Team (Logistics Officers, Personnel and Drivers) to ensure smooth warehousing and distribution operations to provide timely product availability to workshops. b) Review and Improve processes across all Bus workshop warehouse stores and central warehouse. c) Implement good Workplace Safety and Health practices to ensure compliance with regulations. d) Plan and conduct regular stock take for stock accountability and facilitate audits on inventories	
Logistic Personnel	• At least 1 year of relevant experience work experience • Meticulous and systematic • Proficient in MS Office, Knowledge of SAP and Flexnet will be an advantage	• Conduct regular stock check on a daily basis • Verify and inventorise the goods received from Central Warehouse or Supplier • Basic housekeeping duties • Ad-hoc duties as per assigned	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Islandwide
Logistic Personnel (Driver)	• Preferably 1 - 2 years in a similar industry	• Inspect and check all parts issued to workshops	• **Working Hours:** Rotating Shift

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Preferably Class 4 License • Able to perform physical work • Willing to learn, meticulous and hardworking	• Maintain proper housekeeping at all times • To collect all Inter Depot Transfer from workshops and deliver to requestor • To maintain company vehicle and drive within vehicle speed limit	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Islandwide
LRT Power (Assistant Manager) 💼	• Degree/Diploma in Electrical Engineering • Degree holder with at least 3 years working experience or Diploma with 10 years working experience in high voltage operation & maintenance, preferably in a transportation environment. • Experience in testing and commissioning of electrical services	• Manage the maintenance of the SPLRT Power Supply and Distribution • System equipment to ensure that the safety, reliability and availability of such services meet the standards agreed with the Operation Department	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 91 Sengkang East Avenue (S)545072
NEL Customer Service Officer	• Minimum 5 credits 'O' Levels • Able to reach the height of 197cm (NEL) / 200 cm (DTL) with both hands • Willing to perform shift work, including weekends and Public Holidays • Preferably with minimum 2 years' working experience in the service or retail industry • Required to manually operate station and trainborne equipment • Possess a pleasant disposition and personality	• Provide advice and assistance to passengers in response to enquires (for example journey routes and times, fare and ticketing issues, travel on other modes of transport & travel directions and use of travel interchanges) • Assist passengers with special needs in boarding/ alighting the trains safely • Observe and take appropriate action against any failure of equipment and irregularities whilst at stations, including requesting assistance from other railway staff • Ensure that all passengers comply with the Rapid Transit Systems (RTS) Regulations • Communicate with OCC and passengers as necessary via	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Islandwide

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Good interpersonal skills with a passion to work with people • Ability to identify colours	train communications equipment • Monitor the performance of the train whilst travelling and take appropriate action against any irregularities, including requesting assistance from other railway staff • Deal with train defects in the most safe, effective and efficient manner in accordance with the relevant working manuals and procedures • Maintain validity of track access qualification and comply with competency assessment • Drive the Passenger Trains • Deal with incidents such as Passenger Emergency Communication device being activated, fire on train, detrainment, etc., in the most safe, effective and efficient manner in accordance with the relevant working manuals and procedures • Perform the duties of Emergency Train Operator in the most safe, effective and efficient manner in accordance with the relevant working manuals and procedures • Perform other duties as directed by his/ her superiors	
NEL/DTL Assistant Station Manager	• Minimum 5 credits 'O' Levels • Able to reach the height of 200 cm (DTL) / 207 cm (NEL) with both hands • Willing to perform shift work, including night	• Assist the duty Station Manager in the efficient and effective operation of the station and in the delivery of a quality customer service. • Handle all problems and matters that may arise in the	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	shift, weekends and Public Holidays • Minimum 2 years working experience, preferably in the service or retail industry • Required to manually operate station and trainborne equipment • Possess a pleasant disposition and personality • Good interpersonal skills with a passion to work with people • Ability to identify colours	day-to-day station and train operations. • This includes monitoring passenger flow and exercising appropriate crowd control actions. • Ensure that all passengers comply with the Rapid Transit Systems (RTS) Regulations. • Assist the duty Station Manager in handling incidents. • Ensure the protection of revenue at station, handle all passenger ticketing issues and prepare the required forms related to AFC System. • Man the Passenger Service Centre and manage access to the station during Traffic & non-Traffic hour • Assist the Station Manager to conduct local and on-the-job training to trainee(s). • Manually set routes locally on site, when required in the most safe, efficient and effective manner in accordance with the relevant work instructions and procedures. • Conducts security patrol regularly and work closely with the Transit Guards on matters of security. • Drive and man the Passengers Trains. • Perform the duties of Emergency Train Operator in the most safe, effective and efficient manner in accordance with the relevant working manuals and procedures.	• **Location:** Islandwide

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Perform any other duties as directed by his/her superior(s).	
Rail Supplies Management - Asst Engineer, Sustainable Operation and Logistics 💼	• Higher NITEC in Engineering • Preferably with at least one year of working experience in fleet assistant or logistic co-ordinator or Engineering • Strong organization and problem-solving skills • Self-motivated and result oriented • Good interpersonal and communication skills	• Assist in overseeing SBST commercial vehicles and related assets, ensuring their operations, maintenance, and compliance with internal and external policy requirements • Support sustainability initiatives by implementing waste management strategies (including toxic industrial waste), enhancing energy efficiency, and promoting green procurement	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 91 Sengkang East Avenue (S)545072
Service Controller ⭐	• Relevant working experience in Operations is an advantage	• Work with our specialist team on the Common Fleet Management System (CFMS) • Monitor bus service performance in a real-time environment and take the necessary actions to minimise service delays, using online resources and support systems	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Islandwide
SPLRT Customer Service Officer	• Minimum 5 credits 'O' Levels • Willing to perform shift work, including weekends and Public Holidays • Preferably with minimum 2 years' working experience in the service or retail industry • Required to manually operate station and trainborne equipment • Possess a pleasant disposition and personality	• Provide advice and assistance to passengers in response to enquires (for example journey routes and times, fare and ticketing issues, travel on other modes of transport & travel directions and use of travel interchanges) • Assist passengers with special needs in boarding / alighting the LRT vehicles safely • Assist passengers with special needs in ticketing problems at LRT stations • Observe and take appropriate action against any failure of equipment and irregularities whilst at stations	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** Islandwide

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Good interpersonal skills with a passion to work with people • Ability to identify colours	• Deal with LRT vehicle defects in the most safe, effective and efficient manner in accordance with the relevant working manuals and procedures • Perform the duties of Emergency LRT vehicle Operator in the most safe, effective and efficient manner in accordance with the relevant working manuals and procedures	
Technical Officer	• Applicants with NITEC in Automotive Technology (Heavy Vehicles) and 10 years of relevant experience will also be considered • Proficient in MS Office • Good communication and interpersonal skills	• Plan and manage daily preventive maintenance and repair activities and maximise manpower resources in the workshop • Schedule buses for preventive maintenance and inspections • Assess conditions of buses and prioritize buses due for maintenance and repair • Lisise with vendors on maintenance issues	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Islandwide
Technician (CRS) ⭐	• Must possess a minimum Class 3 Licence • Knowledge of procedures on towing a breakdown bus • Able to write and converse in English • Able to perform shift duty	• To provide on-road recovery for breakdown buses • Attend to all breakdown cases assigned and to drive the recovery vehicle • Analyse & diagnose bus defect • Handle mechanical, pneumatic and electrical repair of buses	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Islandwide
Traffic Controller 💼	• Degree in any discipline or Diploma with minimum 5 years working experience, preferably in an Operations Control Room environment • Willing to perform shift work, including night shift, weekends and Public Holidays	• Responsible for monitoring and controlling train operational activities to ensure that safe, efficient and reliable train services are provided at all times by making logical decisions • Account for punctuality of passenger trains as part of service reliablilty	• **Working Hours:** Rotating Shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** Islandwide

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Able to operate computer-based control systems • Ability to identify colors	• In event of service delays, degradation or disruptions, introduce necessary adjustments to cope with heightened demands • Execute quick recovery remedies to mitigate such hiccups and resume train service as quickly as possible • Coordinate and mobilize the relevant Engineering and Operations staff to resolve failures or unexpected events in the most expeditious and safe manner • Manage and control Night Possession and Track Access during non-revenue hours in accordance to presribed rules and procedures	

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#37 Seatrium

Sembcomp Marine and Keppel Offshore & Marine have come together to create a premier global player with deep engineering expertise.

The integration of these two established industry players unlocks synergies. Together, we leverage each other's wealth of experience, engineering bench strength, and operational capabilities to better serve our customers and provide greater stakeholder value.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
AI Analyst / AI Devloper 💼	• At least 2-3 years of experience in AI engineering or machine learning, and deep learning frameworks (e.g., TensorFlow, PyTorch, Keras, Scikit-learn). • Experience in deploying machine learning models into production. • Strong proficiency in React.js for building modern, responsive web applications. • Proficiency in Node.js for backend development and API creation. • Experience with JavaScript, HTML, CSS, and other front-end technologies. • Familiarity with cloud platforms like AWS or Azure for deploying and scaling applications. • Experience with database management systems (e.g., SQL, NoSQL). • Ability to work with APIs and integrate third-party services.	• Develop and implement AI models using machine learning and deep learning techniques to solve complex business problems. • Develop and implement machine learning algorithms to enhance AI capabilities. • Collaborate with data scientists and engineers to optimize AI models and improve performance. • Design and integrate natural language processing systems for AI-powered applications. • Research and implement cutting-edge AI technologies and frameworks. • Create and maintain documentation for AI model development and deployment processes. • Test and validate AI models to ensure accuracy and reliability in real-world scenarios. • Stay current with industry best practices and trends in AI development to continuously improve company's technology stack	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 50 Gul Road (S)629351
AI Engineer 💼 ⭐	• Bachelor's or Master's degree in Computer Science, Artificial	• The AI Engineer is responsible for designing, developing, and deploying scalable AI/ML	• **Working Hours:** 5 days/ week,

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Intelligence, or a related quantitative field. A PhD is a plus. • Minimum of 5-7 years of professional experience in AI/ML model development, AI/MLOps, and cloud-based deployment, with at least 3-4 years focused on building and deploying machine learning models and AI solution in a production environment. • Proven track record of taking AI/ML projects from concept to deployment and monitoring. • Experience working in regulated industries maritime in Singapore is advantageous. • Excellent analytical and problem-solving abilities. • Strong communication and interpersonal skills. • Ability to manage multiple projects and deliverables simultaneously.	solutions that drive business transformation. • This role exists to accelerate innovation through advanced AI/ML techniques while ensuring model reliability, security, and compliance with industry standards. • The AI Engineer will bridge research, engineering, and business needs to deliver production-grade AI systems. • To design, develop, and deploy robust, scalable, and efficient machine learning systems and AI-powered applications into production. • To bridge the gap between data science prototypes and real-world, reliable software that delivers measurable business value. • To establish AI/MLOps best practices and infrastructure, ensuring the organization can iterate and maintain models quickly and safely. • To work within the constraints of the organization's cloud infrastructure, digital innovation, security protocols, and business objectives to deliver tangible results. • Responsible for providing technical expertise in the AI development of the system. • This includes supporting service requests, incident management, problem management, change requests, and projects. • Applying software engineering principles to analyze and problem-solve, and design an AI solution	• Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 50 Gul Road (S)629351

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Creating technical specifications • Designing and developing test cases • Adopting Agile methodologies to develop AI solution • Analyzing existing legacy systems to provide AI recommendations for improvement • Ensuring proper documentation • AI monitoring system performance and performing predictive maintenance • Assessing new technologies before adoption and implementation	
Assistant / Project Manager (Repairs) 💼	• Minimum Bachelor's Degree in Engineering or relevant apprenticeship training in a marine trade • Minimum 5 years experience in a marine industry • Good leadership skills and a good team player • Possess interpersonal skills • Capable of working under pressure	• Lead a project team to manage and supervise execution of production works and ensure delivery of assigned projects. • Plan and prioritise the order of works and work methodology. • Liaise with the project team to allocate adequate manpower and equipment resources. • Monitor work progress on board vessels and in workshops. • Chairs production meetings between Yard's subcontractors, supervisor and ship's staff to clarify work scope, co-ordinate sequence of work, update schedules and other contractual matters. • Ensure works are carried out according to the job specifications in terms of quantity, quality and meeting Class/Owner requirements by	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 80 Tuas South Boulevard (S)637051

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		developing commissioning / mechanical completion test plans and arranging for inspection and survey for the Superintendents and Classification. • Any other associated tasks and responsibilities assigned from time to time. **Contract and Management :** • Acts as shipyard's main representative and be responsible for the refit / conversion / new build of the vessel as per owner's contractual specifications / requirements. • Administers the project specification and incorporates any changes in the work scope in the defect list. • Assists to quote for work variations and facilitate billing as required. • Maximises returns to shipyard and maintain project cost control. • Establish and maintain an effective good project HSEQ programme to meet the established targets. **Customer Relations** : • Provide customer service, taking care of the needs of the Superintendent and Ship's Officers. • Good rapport and relationship with ship owners and representatives. • Acts as project key contact person, actively involved in business / public relations through marketing visits,	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		promotional activities and business entertainment.	
Assistant Lead (Business Development) 💼	• At least 3 years of relevant experience in a role that blends marketing acumen with a solid understanding of digital technology, acting as a bridge between customer needs and digital solutions. • Holds a Bachelor's degree in a related field. • Strong technical knowledge with a clear understanding of digital concepts, solutions, and emerging technologies relevant to the company's offerings. • Excellent communication, presentation, and negotiation skills. • Exceptional interpersonal and networking abilities, with a consultative, customer-centric approach to relationship building. • Self-motivated and goal-oriented mindset, supported by strong analytical and problem-solving skills, with the ability to perform effectively in a fast-paced, dynamic environment.	• Proactively research, identify, and qualify new business leads and strategic partnership opportunities through networking, market analysis, and targeted outreach. • Build and maintain strong relationships with key decision-makers, understand client pain points, and engage stakeholders with tailored digital solutions. • Lead solution-based selling by delivering persuasive sales pitches, product presentations, demos, and ROI analyses that clearly demonstrate the value of digital solutions. • Lead and execute business development programs aligned to target audiences, driving adoption and successful customer outcomes. • Provide ongoing customer support, manage client expectations, and ensure a positive end-to-end customer experience. • Develop, implement, and refine business development strategies, monitor performance metrics, and adapt approaches in line with market trends. • Collaborate closely with Commercial, Engineering, and Solution Development teams to align strategies and ensure seamless solution deployment and delivery.	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 50 Gul Road (S)629351

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Lead contract negotiations, manage cost estimates and pricing strategies, and successfully close deals	
Cybersecurity Engineer (Governance) 💼	• Bachelor's degree in Computer Science, Information Technology, Cybersecurity, or a relevant • Minimum 2 years' of experience as a Cybersecurity Analyst or in a similar role, running user training and awareness campaigns • Relevant certifications (e.g., CompTIA Security+, CISSP) are a plus • Familiarity with Cybersecurity Governance, Risk, and Compliance (GRC) concepts and frameworks • Strong understanding of cybersecurity principles and best practices • Excellent communication and presentation skills with ability to work collaboratively with cross-functional teams	• Develops and delivers user training and awareness programs to promote cybersecurity best practices across the organization • Assist in the implementation and management of Governance, Risk, and Compliance (GRC) frameworks • Conducts regular security awareness campaigns and training sessions for employees • Monitors and reports on compliance with cybersecurity policies, standards, and regulations • Supports the development and maintenance of cybersecurity policies, procedures, and guidelines • Collaborates with various departments to ensure alignment with cybersecurity governance objectives • Performs risk assessments and assist in the development of risk mitigation strategies • Stays updated on the latest cybersecurity trends, threats, and regulatory requirements	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 50 Gul Road (S)629351
Data Architect 💼	• Advanced degree (Bachelor or Master's degree) in Statistics, Mathematics, Computer Science, Economics, or another highly quantitative field. • Minimum of 5+ years of experience in a data science role, with a	• The Data Scientist/Engineer is responsible for designing and optimizing large-scale data pipelines, developing predictive and prescriptive models, and ensuring data availability and reliability for advanced analytics and AI initiatives.	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	proven portfolio of projects demonstrating impact. • Significant experience (3+ years) in data engineering tasks (e.g., building ETL/ELT pipelines, data warehousing). • Excellent analytical and problem-solving abilities. • Strong communication and interpersonal skills. • Ability to manage multiple projects and deliverables simultaneously	• This role enables the organization to make data-driven decisions, innovate through AI/ML, and maximize value from enterprise and external data sources. • To extract actionable insights and build advanced predictive and prescriptive models from complex, large-scale, and unstructured datasets. • To design and build robust data pipelines and feature engineering workflows that feed both analytical and AI / machine learning systems. • To translate ambiguous business problems into data-driven solutions, effectively communicating findings to both technical and non-technical stakeholders. • To work within the limits of data availability, quality, and business constraints to provide accurate and reliable analysis. • Develop and deploy AI / machine learning models to help resolve organisational challenges and enhance operational efficiency. • Take ownership of analysing large-scale datasets to identify trends, patterns, and actionable insights for decision-making. • Collaborate with cross-functional teams to translate business requirements into practical analytical solutions. • Design and execute statistical analyses and experiments (such as A/B tests), presenting conclusions to evaluate initiatives.	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 50 Gul Road (S)629351

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Create dashboards and visualisations to communicate findings to non-technical stakeholders across different functions. • Lead efforts to optimize existing machine learning models and introduce innovative algorithms. • Propose and establish best practices for statistical analysis and machine learning. • Stay informed about industry advancements in data science techniques and apply these to your work	
Database Engineer 💼 ⭐	• Minimum 5 years of commissioning experience in the Oil & Gas/ Wind Farm industry • Possess working experience related to Database set-up • Familiar with PIMS, FIC, Sispen, Certificate and other project completion management systems including MS Excel and Word • Basic knowledge of Project Completion process and familiar with ship system • Familiar with permit-to-work systems and lock-out tag-out procedures • Good analytical, problem solving and planning skills. • Familiar with Project Specifications, Technical and HSE Standards	• Improve work safety and work quality • Mainly on accuracy as a core value of Database admin • MS Excel and Word skill set is necessary • Clear understanding of Project Completion process and familiar with ship system • Read all drawings, punch list and clearance notes and input into database • Ensures proper checks and verifications against project documents such as SLD, P&IDs, D&IDs, etc. • Input all drawings, punch list and clearance notes • Performs calculation on the arithmetic on lengths, angles, scales, conversion of unit etc. • Marks up drawings with system / sub-system boundaries • Coordinates with site team for progress updates and ensure team members are using latest revisions of the drawings	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 80 Tuas South Boulevard (S)637051

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Familiar with MS Office software applications (MS Outlook, Word, Excel, Power Point etc. • Familiar with Completion Management System database such as PIMS-CMS / WinPCS / ProCoSys / ICAPS	• Assists the Commissioning Manager / Project Manager for Daily, Weekly, or Monthly reports • Any other assigned duties and responsibilities	
Electrical Engineer 💼 ⭐	• Bachelor in Electrical Engineer/ Marine Engineering or other relevant disciplines • Entry Level candidates are welcome to apply (On Job Training will be provided) • Understand construction schedule and analysis of critical path • Experience in managing Vendors and Sub-Contractors • Able to handle project independently	• Manages the Electrical, Instrument and Telecom discipline within construction to make certain product quality and well- timed deliver to commissioning • Works closely with electrical design team to document project requirements and develop electrical work plan for electrical system and sub-systems construction, testing and commissioning • Studies electrical drawing related to cable ladder, cable tray, penetration, system layout drawing, single line drawing and interconnection drawing • Involves in electrical hot work fitting, cable termination, cable continuity check, megger test and Atex inspection • Creates work package by area or by subsystem • Plans resources manpower, materials, facilities and P6 scheduling • Gives direction and assigns job to subordinates for job execution • Prepares the work condition for subordinate to work e.g. Materials, facilities etc.	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 80 Tuas South Boulevard (S)637051

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Monitors progress in meeting the P6 schedule • Applies Plan, Do, Check, Act methodology for all work activities • Reports the daily work progress to EPCC • Coordinates with Vendors, Sub-Contractors and Engineering	
Manager (Software Development) 💼	• Minimal Bachelor of Bachelor or above degree in Computer Science, Information Technology, or similar preferred. • At least 5-10 years of experience in system development and support. • Strong leadership and management skills. • Extensive knowledge of Java, Spring Boot, Angular, Oracle SQL, Power Automate, Power Apps, and Power BI. • Excellent analytical and problem-solving abilities. • Strong communication and interpersonal skills. • Experience in making effort & duration estimates based on requirements, design, testing, and implementation including data mapping, and interface is added advantage. • Proven proficiency in DevOps and MLOps • Experience in working on AI model training	• Responsible for overseeing the development, support, and management of the system. • This includes ensuring quality delivery of IT services, adopting best practices, and leading a team of in-house software engineers as well as managed service vendors. • Support day-to-day operation of in-house built custom systems and COTS software systems. • Prioritize, delegate and supervise all software engineers' activities and deliverables • Manage, support, and evaluate software engineers' performance • Hire new talent for the team and offer coaching and development opportunities • Build the entire technical documentation and project roadmaps • Manage software service vendors to ensure quality delivery and maintain their service level • Analyze, propose and manage budgets, technologies and resources for projects • Plan strategies for the development of designs and	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 50 Gul Road (S)629351

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Familiarity with concepts of AI lifecycle management and SBOMs	products on schedule and on budget • Communicate and collaborate with other managers, stakeholders and contractors • Provide input in strategic technical decisions and solutions, when needed	
Package Engineer (Expeditor) 💼 ⭐	• A degree from a recognized tertiary institute • At least 5 years of relevant working experience • Possess positive and willing to learn attitude • Good analytical and problem-solving skills • Possess good interpersonal and communication skills • Able to multi-task and able to work in a fast-paced environment	• Support Project Manager (Package) in managing equipment packages delivery such that vendors ensure they meet contractual obligations and deliverables. • Liaise with engineering department and vendors on drawings changes • At Pre-PO phase, ensure proper follow-through on equipment packages from pre-PO phase all the way until completion as per contractual and project requirements • Coordinates with Package Buyer to conclude the Contract/PO with Package Vendor • At execution phase, ensure Vendor submits documents such as ITP, Quality Plan, Procedures • Compiles and coordinate with Vendor for the spare parts list (2 yr spare) and commissioning spares • Attend / lead the pre-inspection meeting, if applicable • Coordinates with Owner's Representative, 3rd Party Inspector, Project Team and Vendor for visit to Vendor site/workshop (either local or overseas) for inspection and testing	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 80 Tuas South Boulevard (S)637051

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Ensures inspection Notifications for Inspection (NOI) are issued by suppliers and forwarded to BUYER and/or Inspection Agency in a timely manner • Coordinates with relevant stakeholders to prepare, update and timely submission of weekly/monthly reports including procurement map • Monitors and track vendor payment milestones and ensure vendor meets the requirements for each payment milestone. • Coordinates and support Package Buyer and Costing Officer to manage Vendor variation/claim • Review and verify vendors invoices. • At delivery phase, coordinates with Vendor and Expediting Lead for delivery, expediting, receiving, joint inspection, warehousing and preservation requirements. • Ensures delivery of the 2-yr spares within 420 days from Petrobras; notice to proceed. • Coordinates with Package Buyer and Vendor for any guarantee/warranty matters • Coordinates with Project Team and Vendor for site support for installation, testing and commissioning • Coordinates with Vendor for timely submission of final vendors data books and documentation • Upon receipt of NOI (notice of inspection) from vendors, arrange with approved 3rd	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		party inspector agencies the required inspection visit • Review CV of inspectors from approved agencies to recommend suitable inspectors for final approval by Vendor Package Manager • Monitor inspection activities and progress. • Review and approve inspection reports submitted by 3rd party inspectors. • Return approved reports to vendors for vendor data book compilation • Review and follow-up with NCR and punch list • Approve Inspection Release Certificate (IRC) prior to final release of material/equipment/ component and provide it to BUYER. • Holds discussions with vendors and/or client on technical clarification/deviation and with vendors and/or client on ITP, Testing and Commissioning Procedures etc. • Holds Kick-Off meeting within 10days from date of signing of PO. • Organise and chair alignment meeting, kick-off meeting and weekly progress meeting with vendor. • Record minutes of meetings • Update vendor's progress in weekly internal project meeting and external procurement meeting	
Piping Engineer 💼 ⭐	• Minimum Diploma in Marine Engineering or Mechanical Engineering	• Administers, monitors and continuously ensures that all operations conform to safety	• **Working Hours:** 5 days/ week,

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	or NTC 3 certification or equivalent or completed apprenticeship in Marine Piping and Plumbing. • Preferably with 2 years' working experience in a similar capacity. • Effective planning skills, good supervisory ability, conflict management skills and interpersonal skills. • Effective problem solving and decision-making skills are also essential. • Ability to communicate in other languages (like Mandarin, Tamil, and Malay) would be an added advantage. • Basic knowledge on Piping Standard and Compliance with all Codes, Policies, Procedures e.g. ASME Code for Pressure Piping B31.3, ASME IX, IACS	requirements and maintains high safety standards • Based on defect list given by ship owner, plans, prioritizes and executes repair activity based on available resources and facilities • Provides information to APM for any CM39 requisition • Co-ordinates and disseminates all the repair activities in the repair process in a given schedule with supervisors, yardmen and contractors in accordance to the Department Work Instruction and specifications • Attends vessel safety co-ordination meetings to ensure that all repair activities are carried out in a safe environment and meets the applicable statutory, regulatory and contractual requirements • Attends department production meeting to co-ordinate work progress, updates work schedules promptly and scope of work • Highlights critical path and also channel to Ship Repair manager to achieve project milestones and prevent cost overruns • Liaises with Ship repair Manager/ Billing Dept about variation and additional in work scope. Raises variation order for additional work not stated in the specs • Liaises and coordinates with relevant trades towards milestone set	• Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 80 Tuas South Boulevard (S)637051

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Ensures all completed works carried out are documented and verified by Client • Ensures cost control by correct Just In Time material ordering, proper manpower deployment and reporting, rework prevention, continual improvement on work method in order to meet the EVA, KPI and Key Thrust set by the department • Feedback to HOD and superior on any non-conformance and record in Incident reporting and follow up on corrective actions • Liaises with Superintendent for critical activities for smooth operation and provides technical proposal • Ensures proper usage of department assets and report any non-conformance • Ensures the safety of personnel through compliance with Occupational Safety and Health and Environmental Regulations and HSE operating procedures and conducts Risk assessments before commencing work. • Counsel employees about compliance as necessary. • Participates in the preparation of Safe work, Environmental control and Emergency procedures and Audit Matters e.g. ISO9001:2015, ISO45001:2018 and ISO14001:2015. • Ensures that all Health, Safety, Environmental &	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Quality (HSEQ) plans are followed. • Performs Safe Management/ Distancing Officer duties stipulated when assigned • Any other associated tasks and responsibilities assigned from time to time	
Procurement Executive 💼 ⭐	• Preferably Bachelor's Degree in Engineering/Process/Marine Offshore/Logistics/ Supply Chain Management or related discipline • 5 years of relevant working experience • Knowledge of topside equipment will be an added advantage • Entry Level candidates are welcome to apply (On Job Training will be provided) • Possess good analytical and problem-solving skills • Possess good interpersonal and communication skills • Able to multi-task and able to work in a fast-paced environment • Prior experience in managing contracts for equipment, especially topside, will be an added advantage.	• Analyses and evaluates marine and topside equipment for purchase. • Negotiates with supplier • Reviews purchase requisitions and purchase orders in accordance with the project requirement and a time schedule • Liaises with project team and external vendors to ensure that the equipment/parts and materials are met within project's specification and budget • Manages full spectrum of purchasing process (sourcing, quotation, negotiation, shipping and delivery, etc) • Issues and processes of purchase order in accordance with company policies and procedures • Expedites order, monitor and follow up with suppliers to ensure timely delivery • Proposes recommendation for vendors and evaluates vendor's performances • Coordinates all warehouse operation matters to ensure all are in good order • Resolves any discrepancy found on delivered equipment and material upon receiving • Ensures proper gathering and distribution of all records,	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 80 Tuas South Boulevard (S)637051

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		forms and reports pertaining to the receiving, storage, movement and control of equipment/ materials • Supervises and manage warehouse personnel to ensure that the completions of tasks are in accordance to plans and schedules	
Production Engineer 💼 ⭐	• A degree from a recognized tertiary institute. • At least 2 years of relevant working experience. • Possess positive and willing to learn attitude. • Good analytical and problem-solving skills. • Possess good interpersonal and communication skills. • Able to multi-task and able to work in a fast-paced environment	• Assists in preparing the Work Plan. • Delegates jobs to supervisors and plan the manpower required for the jobs in accordance to the budgeted man-hours. • Resolves problems encountered and manage the coordination between the different trades • Raises or approve Issue Passes for materials and equipment required for the jobs accordingly • Monitors the work of sub-contractors to ensure that quality and workmanship conform to company standards. • Ensures that all standard operating procedures comply with specifications, quality standards, statutory and regulatory requirements	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 80 Tuas South Boulevard (S)637051
Program Lead (Electrification) 💼	• Degree or Diploma in marine/electrical/mechanical engineering disciplines. • Proven track record of eight years' experience in offshore/marine energy business with at least 3 years in managerial positions. • Strong domain core knowledge in	• **Overall business**: shaping up of industrial electrification, sustainability and digital services specifically to fulfill new and install based client changing business requirement to achieve sustainability goal • **Business marketing**: Leading in advertising, customer acquisition, marketing and	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	offshore/marine energy business. • Possess training in sustainability domain with Solid knowledge of carbon markets, climate policies and emerging green technologies. • Experience working on tender submissions and proposals, preferably in collaboration with marketing or business development teams. • Possess both technical and business knowhow to drive developmental projects. • Strategic thinker with strong project management, problem-solving and interpersonal skills. • Versatile and adaptable • Able to toggle between and bridge management-level directions and operational needs. • Able to operate with minimal supervision in relevant areas of expertise.	major industry events Including early market commercialization, solution pitching, as well as in the identification and evaluation of new market potential and business opportunities. • **Business execution**: Project managed the acquired customer, with structured schedule plan and customer activities. Leading in coordinate and define full work scopes deployment and implementation with customer, engineers, planning and production operations to ensure seamless touch point. • **Business P&L and Commercial**: Overall responsibility for the business target. Commercial project costing and profitability of the overall offering including project specific procurement process. • **Collaboration**: Work collaboratively with strategic multi stack holder (Industria/Class Society/Partner/IHL/RI) to materialize the full business vision into outcome • **Team Management**: Support leadership in shaping up team bonding activities, review to build strong and united team.	• **Job Type:** Permanent • **Location:** 50 Gul Road (S)629351
Project Engineer (New Build) 💼 ⭐	• Bachelor's Degree in Marine Engineering, Shipbuilding, Naval Architecture, Mechanical Engineering	• Assist the Project Manager in managing and supervising production and construction activities for new build projects.	• **Working Hours:** 5 days/ week,

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	or relevant apprenticeship training in a marine trade • Knowledge of various workshops dealing with specialised works in the industry • Able to perform scheduled night duties when required • Attend to vessel's needs during weekends and public holidays • Travel within the country or abroad for ship check • Good knowledge of marine industry skills in any discipline • Knowledge in Hull, Mechanical, Piping & Electrical will be advantageous • Good planning, organization, control, problem-solving, interpersonal and communication skills • Good knowledge of project management software and other planning softwares	• Support planning, scheduling, and prioritisation of work sequences and construction methodologies. • Coordinate with internal teams, subcontractors, and vendors to ensure adequate manpower, equipment, and resources are allocated. • Monitor work progress onboard vessels and at workshops, ensuring alignment with project schedules. • Conduct and chair production and coordination meetings with yard subcontractors, supervisors, and ship staff as required. • Ensure works comply with technical specifications, quality standards, Class rules, and Owner requirements. • Develop test and inspection plans and coordinate inspections, surveys, and approvals with Superintendents and Classification Societies. • Follow through mechanical completion, commissioning, testing, and handover activities. • Prepare project reports, progress updates, and documentation as required. • Perform night duties, weekend, and public holiday support when required. • Carry out any other duties assigned from time to time.	• Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 80 Tuas South Boulevard (S)637051
Senior Commissioning Engineer 💼	• Minimum 8–10 years of commissioning experience in Oil & Gas or Offshore Wind projects, with at least 3	• Develop and manage commissioning execution plans for mechanical systems on FPSO topsides and hull.	• **Working Hours:** 5 days/ week,

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	years in FPSO projects and in a senior or lead role. • Proven track record in commissioning of mechanical systems and utility packages on FPSO topsides and hull. • Strong understanding of commissioning methodologies, FPSO project specifications, and international HSE standards. • Proficient in Completion Management Systems (e.g., PIMS-CMS, WinPCS, ProCoSys, ICAPS). • Excellent planning, problem-solving, and leadership skills. • Familiar with MS Office applications and digital commissioning tools.	• Define subsystem boundaries and validate mechanical drawings for commissioning. • Review CMS database customization, checksheet allocation, and punch list management for mechanical discipline. • Ensure compliance with project specifications, technical standards, and HSE requirements. • Prepare and endorse commissioning procedures, method statements, and risk assessments for mechanical activities. • Ensure safe energization and mechanical system readiness under PTW and lock-out/tag-out procedures. • Represent the project during FAT for mechanical equipment and utility packages. • Liaise with vendors, construction teams, and client representatives to resolve technical issues impacting system readiness. • Supervise and mentor commissioning engineers and technicians during pre-commissioning, commissioning, and functional testing of pumps, compressors, piping systems, cranes, HVAC, mechanical handling equipment, and utility packages. • Oversee subsystem completion, joint inspections, and punch list closure for handover from construction to commissioning.	• Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Contract • **Location:** 80 Tuas South Boulevard (S)637051

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Review and approve commissioning dossiers, red-line mark-ups, and final documentation for project close-out.	
Senior IT OT Asset Specialist 💼	• Diploma in IT, Computer Engineering, Computer Studies or similar • Minimum 5 years of experience in IT support or a similar role • Relevant Endpoint Management certification and experience are a plus • Experience with system upgrades and migrations and proficiency in end-user technologies such as Intune, M365 and ITSM tools • Possesses knowledge of IT Asset management and procedure • Familiarity with IT security practices and compliance requirements • Experience in creating and maintaining technical documentation • Detail oriented and service oriented with IT asset management configuration tracking and strong interpersonal skills • Adaptable to a fast-paced dynamic environment	• Maintains accurate records of all IT and OT assets, including hardware and software • Develops and implements a robust asset management framework, including a comprehensive licensing framework for software assets • Tracks and manages software licenses to ensure compliance and optimize utilization • Conducts regular audits of IT assets to ensure the accuracy and completeness of records • Manages asset disposal and updates inventory as appropriate • Provides input and maintain an Asset Management Plan and Operating Procedures • Works with minimal direction while maintaining exceptional attention to detail • Troubleshoots issues and provide common sense solutions to management staff • Communicates with internal and external customers and vendors	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 50 Gul Road (S)629351
Senior Software Development Manager 💼	• Possess Bachelor's degree in Computer Science, Information	• Oversee development, support, and management of in-house applications and AI systems.	• **Working Hours:** 5 days/ week,

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Technology, or related field (preferred). • Minimum 10 years of experience in system development and support. • Strong leadership and management capabilities. • Extensive knowledge of Java, Spring Boot, Angular, Oracle SQL, Power Automate, Power Apps, and Power BI. • Strong understanding of DevSecOps, CI/CD, Microservices, Domain-Driven Design, and Security by Design. • Experience in both waterfall and agile SDLC methodologies. • Excellent analytical and problem-solving skills. • Strong communication and interpersonal abilities. • Experience in effort and duration estimation, including requirements, design, testing, implementation, data mapping, and interfaces (added advantage). • Experience modernizing legacy applications with modern technologies (optional but preferred).	• Ensure quality delivery of IT services and adoption of best practices and technologies. • Lead, supervise, and mentor software engineers, including hiring, coaching, and performance evaluation. • Plan, analyze, and manage budgets, system architecture, technologies, and resources for development projects. • Develop technical and project roadmaps, and ensure proper documentation. • Communicate and collaborate with managers, stakeholders, and contractors. • Prioritize, delegate, and monitor engineers' tasks and deliverables. • Ensure successful implementation and integration of systems using Java, Spring Boot, Angular, Oracle SQL, Power Automate, Power Apps, and Power BI. • Maintain and improve DevSecOps and CI/CD processes. • Oversee AI and data system development. • Manage service requests, incidents, problems, change requests, and project delivery. • Collaborate across departments to ensure smooth operations and regulatory compliance. • Provide technical guidance and stay updated on industry trends and technologies. • Conduct regular team performance reviews and provide feedback.	• Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 50 Gul Road (S)629351

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Identify business needs and recommend system improvements. • Support complex system environments and provide user assistance and training. • Troubleshoot system issues and implement optimal solutions. • Participate in business analysis and technical design sessions. • Support audit, compliance, and operational requirements. • Deploy system solutions and ensure smooth integration. • Coordinate project elements to ensure on-time, on-budget, and high-quality delivery. • Align project goals with team execution and navigate risks and obstacles. • Communicate project status internally and externally. • Lead teams, define goals, and manage projects through completion. • Avoid or resolve stakeholder conflicts and secure stakeholder buy-in. • Manage stakeholder expectations and maintain effective communication. • Monitor stakeholder engagement and ensure shared understanding of objectives. • Set objectives for team members, monitor performance, and take necessary actions. • Provide career development guidance and handle routine HR responsibilities.	

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Ensure the team receives proper development opportunities and support	
Senior Specialist (Energy Infrastructure Design) 💼	• Degree or Diploma in marine/mechanical/ electrical engineering disciplines • Good knowledge of marine energy infrastructure design inclusive of energy storage system, smart grid & micro grid implementation • Prior experiences in grid tie project development/execution • Familiar with design, review and simulation of energy infrastructure applications • Familiar with IEC/IEEE standards for energy infrastructure and energy storage applications • Prior experiences in design and execution of marine/landbased power systems • Prior experiences of LV/MV switching, variable frequencies drives or uninterruptible power supplies operations • Able to understand SLD & Schematics Drawings • Good knowledge of protection scheme of power system • Possess good communication and interpersonal skills	• Design and review functional system specifications for energy infrastructure and electrification related project • Perform topside power system designs of energy infrastructure. Operational Philosophy, Design Calculations, Detail Engineering Drawings • Perform sizing analysis for new build/retrofits of electric vessels • Lead the compliance towards grid/transmission requirements • Stakeholder engagements for overall project design update and engagement • Plan, coordinate and execute energy infrastructure EPC and energy storage implementation • Must be able to work towards departmental objectives in the day-to-day environment and be adaptable to changing priorities and assignments • Perform other adhoc duties as required.	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 50 Gul Road (S)629351

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Able to work independently and as part of team • Possess inquisitive and learning mindset • Familiar with basic office software		
Senior System Analyst - SAP SD Consultant (FICO) 💼	• Bachelor's degree in Computer Science, Information Technology, or similar • Minimum 5 years in experience as a SAP consultant in a similar industry and in Financials, Controlling and Project System modules • Knowledge and experience in Procurement, Inventory Management and Warehouse Management, Sales & Distribution, Asset Management, Plant Maintenance, Product Lifecycle Management, Production Planning, Quality Management and Customer Service is a plus • Required experience in SAP S/4 HANA and FIORI • Must have experience in planning, analysing, designing, developing, testing, implementing, documenting, and training in S/4 HANA Financials, Controlling and Project System • Experience in making effort & duration estimates based on requirements, design,	• Determines business needs via consultation, business analysis, and targeted observations • Assesses existing SAP operation process and recommending improvements • Provides support for difficult and complex system environments and support, assistance, and training to users • Performs role of trouble-shooter, successfully identifying system inconsistencies and implementing optimum business solutions and business process enhancements • Involves in business analysis and technical design session with business and technical staff to develop requirements document and ETL specifications • Performs role of supporting business and operation needs such as audit and compliance, both internal and external, etc • Strengthens organizational capability and build downstream domain knowledge through facilitation of knowledge transfer sessions for employee	• **Working Hours:** 5 days/ week, • Mon - Thurs: 8:00am - 5:15pm • Fri: 8:00am - 4:30pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 50 Gul Road (S)629351

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	testing, and implementation including data mapping, and interface is added advantage	• Keeps abreast of the latest SAP offerings, updates, and developments • Analyses and identifies SAP Service Pack impact, preparing release notes for transport, preparing FFID log and other SAP logs	

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#38 SEOciety

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
AI Marketing Developer (FT/PT) 💼 ⭐	• Ability to optimise workflow. • Team Player • Professional or native proficiency in English and Mandarin. • Strong knowledge of organising data workflow. • Strong knowledge of programming and APIs. • Strong team player with collaborative spirit. • A Diploma or Degree in Engineering, Computing, Computer Science, or a related field.	We're looking for full-time and part-time AI Marketing Developer who are capable to build practical and effective AI tools to meet marketing needs. Professional and experienced team-mates guaranteed. **Key Responsibilities**: • **Data Foundation & Integration**: Build quality datasets and APIs across systems & platforms (e.g. Social Media, CRM, e-Commerce) • **Automation & LLM Tools**: Build automation workflows and leverage on LLM tools to optimise efficiency • **Security, Privacy & Compliance:** Enforce PDPA-compliant consent capture, consent propagation, and data retention policies and manage access controls	• **Working Hours:** 5 days /week, 9am – 6pm • **Employment Type:** Full Time/ Part Time • **Job Type:** Contract • **Location:** 10 Anson Road, International Plaza (S)079903
Marketing and Digital PR (FT/PT) 💼 ⭐	• Ability to engage clients • Team Player • Professional or native proficiency in English and Mandarin. • Writing and storytelling skills for content creation. • Basic knowledge of general-purpose AI tools. • Data interpretation skills for analytics review. • Strong team player with collaborative spirit. • A Diploma or Degree in any field.	We're looking for full-time and part-time Marketing and Digital PR Executive who enjoy building good brand presence on various social media platforms and generate results (visibility and engagement). Fun team-mates guaranteed. **Key Responsibilities**: • **Brand and PR**: Apply brand voice, visuals, and messaging consistently across PR, media, and owned channels. • **Digital presence**: Use AI tools for content ideation, creation, and optimization to boost search visibility and engagement.	• **Working Hours:** 5 days /week, 9am – 6pm • **Employment Type:** Full Time/ Part Time • **Job Type:** Contract • **Location:** 10 Anson Road, International Plaza (S)079903

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• **AI Personalised Avatar**: Increase engagement at larger scale and build brand trust with personalised touch	
Social Media Marketing (FT/PT) 💼 ⭐	• Ability to engage clients • Team Player • Professional or native proficiency in English and Mandarin. • Writing and storytelling skills for content creation. • Basic knowledge of general-purpose AI tools. • Data interpretation skills for analytics review. • Strong team player with collaborative spirit. • A Diploma or Degree in any field.	We're looking for full-time and part-time Social Media Marketing Executive who enjoy crafting compelling marketing messages on social media platforms and generate results (conversions!). Fun team-mates guaranteed. **Key Responsibilities:** • **Platform strategy:** Tailor content and campaigns to platform nuances (Instagram, Facebook, XiaoHongShu, TikTok) and audience behaviors. • **Community engagement:** Manage online communities, respond to feedback, and use social listening to strengthen brand reputation. • **Campaign execution:** Design, launch, and optimize paid and organic campaigns, including targeting, budgeting, and performance tuning. • Use generative AI for ideation and creation; optimize content for search and audience engagement.	• **Working Hours:** 5 days /week, 9am – 6pm • **Employment Type:** Full Time/ Part Time • **Job Type:** Contract • **Location:** 10 Anson Road, International Plaza (S)079903

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#39 SIA Engineering Company

SIA Engineering Company (SIAEC) is Asia's foremost Maintenance, Repair and Overhaul (MRO) provider. With certifications from more than 20 airworthiness authorities, SIAEC's global MRO network, including six hangars in Singapore and three hangars in Philippines, delivers turn-key integrated solutions to a large client base of international airlines and aerospace companies.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Aircraft Maintenance License Trainee ⭐	• Engineering Degree from recognized university • Polytechnic Diploma (Engineering) - GPA > 3.3 • Recent graduating Polytechnic and University are welcomed • Strong interest in technical role within Aviation industry • Positive and hardworking personality • Must be able to differentiate colors for work purposes • Physically Fit	Selected candidates will undergo a structured 44-month training program to qualify for a CAT B License from Civil Aviation Authority of Singapore (CAAS). On successful completion of training, you will be appointed as a Licensed Aircraft Engineer (LAE) and perform/certify aircraft maintenance tasks including inspection, repair, modification, and functional tests. You can look forward to a rewarding career in the aerospace industry with opportunities for overseas postings and career progression. Outstanding LAEs will have the opportunity to progress to executive and management positions. **TRAINING** • Classroom lectures at Training Academy inclusive of SAR 66 basic course modules and other associated skills and aircraft systems training with examinations/assessments after each module • Civil Aviation Authority of Singapore (CAAS) examinations applicable for the category of license • On-the-job (practical) training in base and line maintenance environments, as well as other applicable workshops	• **Working Hours:** 6 days /week, Shift Work • **Employment Type:** Full Time **Location:** 31 Airline Road (S)819831

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		OBLIGATIONS • Trainees are required to serve employment of 5 years in the Company upon the completion of training If a trainee does not complete the training successfully or does not serve a minimum employment period of 5 years, trainee will have to pay for training costs of up to $140,000 (liquidated damages)	
Aircraft Trainee Technician ⭐	• Higher NITEC or NITEC in Mechanical, Aeronautical, Electrical and other related engineering courses • Must be able to lift heavy objects • Must be able to differentiate colors for work purposes	As a Trainee Technician in SIAEC, you will undergo a structured 16-month program to be trained as a Dual-Trade Technician specializing in both Mechanical (B1) and Avionics (B2) tasks with SIAEC. Upon completion, the trainees will be appointed as a Dual-Trade Technician, which requires the personnel to carry out mechanical or avionics maintenance tasks on an aircraft as instructed by the Licensed Aircraft Engineers (LAEs), in accordance with manual procedures and regulation requirements.	• **Working Hours:** 6 days /week, Shift Work • **Employment Type:** Full Time • **Location:** 31 Airline Road (S)819831
Certifying Aircraft Trainee Technician ⭐	• Diploma in Mechanical, Aeronautical, Electrical and other related engineering courses • Strong interest in technical role within Aviation industry • Positive and hardworking personality • Must be able to differentiate colors for work purposes	As a Certifying Trainee Technician (CTT) in SIAEC, you will undergo a structured 28-month program to be certified as a CAT A Certifying Technician with SIAEC. Upon completion, the trainees will be appointed as a Certifying Technician, which permits the holder to issue certificates of release to service following minor scheduled line maintenance and completion of simple tasks in line and base maintenance.	• **Working Hours:** 5 days /week, Shift Work • **Employment Type:** Full Time • **Location:** 31 Airline Road (S)819831

#40 Singapore Maritime Officers Union

The Singapore Maritime Officers' Union (SMOU) is a progressive global union with a growing membership and a dynamic vision. It has a membership of more than 32,000 members from 121 maritime companies operating in Singapore.
Established in 1951 to safeguard the interest and well-being of seafaring officers, SMOU plays a pivotal role in promoting good industrial relations between members and their employers, improving the wages and working conditions of members in the maritime industry through collective bargaining agreements with shipping companies which employ them.
SMOU promotes good industrial relations between seafarers (members) and their employers, the shipowners and ship-management companies, and the government through its strong tripartite relationships with the local, regional and international maritime community.
SMOU values our members' contributions to the maritime industry and global economy. While they focus on the challenges ahead, we continue to protect them wherever they are through our affiliated international representative offices around the world. We represent our members at international meetings organised by the International Transport Workers' Federation (ITF) and the International Labour Organization (ILO).

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Marine Engineer 💼 ⭐	• Health screening • Travel restrictions	• Ensure the safe operation of engines, electrical systems, and various onboard equipment. • Perform scheduled maintenance and repairs to maintain operational efficiency and compliance with safety standards. • Oversee and manage bunkering (refuelling) operations, ensuring proper procedures and environmental regulations are followed.	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Contract (6-9 mths) • **Location:** Jurong East Street 21 (S)609607
Maritime Desk Officer 💼 ⭐	• Health screening • Travel restrictions	• Ensure the safe navigation of the vessel, adhering to maritime regulations and operational procedures. • Oversee the loading and discharging of cargo, ensuring efficiency, safety, and compliance with industry standards.	• **Working Hours:** 5 days /week • **Employment Type:** Full Time • **Job Type:** Contract (6-9 mths)

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Maintain clear communication with shore authorities and other vessels to facilitate smooth operations and navigational safety.	• **Location:** Jurong East Street 21 (S)609607

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#41 SMRT Corporation

SMRT Corporation Ltd (SMRT) is a public transport services provider. Our primary business is to manage and operation train services. This is complemented by bus, taxi and private hire vehicle services. An exciting and rewarding career is waiting for you at SMRT. Join us and embark on a journey that matters.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Assistant Engineer, Power Maintenance 💼	• The duties and responsibilities of an Assistant Engineer are as listed below. Note that the list is not comprehensive and related duties and responsibilities may be assigned from time to time. • Lead a team of technical officers to carry out and/or supervise for preventive and corrective maintenance works on SMRT power system equipment in compliance with relevant procedures and safety requirements. • Plan and execute maintenance schedule and staff duty rosters in consultation with EMM in most effective and efficient manner. • Provide technical advice, information and instructions to other staff and ensure all drawings, diagrams, manuals, and records are kept current and updated. • Assist EMM in conducting engineering and safety analysis, investigations, and test.	• The Assistant Engineer, Power Maintenance works in a team to operate, maintain and repair equipment installed in the SMRT Power System in compliance with the departmental Quality Objectives as stated in the QP/WIs/Task lists in accordance with quality and safety standards so as to support SMRT in providing safe and reliable train service to our commuters.	• **Working Hours:** 7 days /week, Shift work • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Paya Lebar Road (S)409057

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Carry out and/or assist EMM in supervision of corrective maintenance, upgrading/ modification/ repair work and submit reports on completion of work. • To comply and exercise safety at all times in accordance to Safety Procedures. • To attend Permit-To-Work / Permit-To-Access for internal and external work parties. • To perform rotating shift duties. • Ensure compliance with our Quality objectives as stated in our QP/WIs/Task lists in daily activities. • Undertake any other tasks or functions that are incidental or ancillary to the performance of assigned work.		
Assistant Engineer, Signal and Platform Screendoor 💼 ⭐	• You will be responsible for maintaining the equipment that moves the trains safely in a highly complex and fastmoving environment. • You will be maintaining various signalling assets such as Signals, Points and Track Circuits and their controlling systems. • You will be responding to failures which may require working with	• As an Assistant Engineer working on the live railway, you will play an important role in ensuring your teams' safety while carrying out preventive and corrective maintenance activities at trackside or onboard a train.	• **Working Hours:** 7 days /week, Shift work • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Paya Lebar Road (S)409057

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	other departments to rectify. • You will be using diagrams, tools and electrical equipment to assist in faulting and maintenance duties as well as following standards and company policies. • As you will be required to work in small closeknit teams, your ability to work with others is a key asset. • In a technically demanding role, you are expected to have close attention to details, be able to problem-solve and work in a safety conscious way.		
Assistant Station Manager ⭐	• NITEC / Higher NITEC in any discipline (Engineering disciplines will have added advantage.	• Monitors and performs first level of maintenance for AFC equipment such as fare gates and ticketing machines. • Operates or man the train so as to provide quick response towards train faults and alarms, while ensuring that any delays are kept to the minimal. • Assists passengers in fare-related enquiries such as purchasing of tickets, ticketing problems, giving directions, enquiries on fares, etc. • Manages and reports all incidents and emergency situations relating to: ○ Staff and passenger (e.g. accident, assault, molest, etc.)	• **Working Hours:** 7 days /week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		○ Trains (e.g. alarms, faults and manning of trains) ○ Passenger Service Centre (take local control of MFT functions due to failure of signalling equipment, responding to alarms/defects), ○ Stations (e.g. crowd control, fire, bomb hoax, flooding, etc.)	
Bus Captain ⭐	• At least 1 year driving experience. • Class 3/3A/4/5 holders welcomed to join us. • Safe driving track record.	• Provide a safe, smooth and comfortable bus journey for all our passengers. • Adhere to allocated driving schedule and timing. • Ensure compliance to company's stipulated operational standards and procedures. • Perform any other bus driving and related duties that may be assigned from time to time.	• **Working Hours:** 7 days /week, Shift work • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA
Data Engineer 💼 ⭐	• Degree in Computer Science, Mechanical or Civil Structure Engineering • Prior work experience as maintenance engineer will be a bonus	• As a Data Engineer, you will be a key player in building and maintaining the robust data infrastructure that underpins our railway operations. • You will design, develop, and optimize data pipelines to ingest, process, and transform data from diverse sources, including laser measurement systems, photo imaging, and maintenance records. • Your expertise in data engineering will ensure the seamless flow of information, enabling critical analyses for safety, reliability, and sustainability initiatives.	• **Working Hours:** 5 days /week, 8.15am to 5.45pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 300 Bishan Road (S)579828

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Engineer/ Senior Engineer, Condition Monitoring 💼	• Diploma or Degree in Electrical and Electronics Engineering or a related STEM field • Strong understanding of electrical circuits and practical application of electrical and electronic principles. • Hands-on technical skills in cabling, cable routing, termination, and instrumentation setup. • Ability to interpret and produce electrical and instrumentation schematic drawings, including as-built documentation using CAD software. • Experience or familiarity with IoT devices, sensors, or PLC/SCADA systems is advantageous.	The duties and responsibilities of the Senior / Executive Engineer (Condition Monitoring) are as follows. This list is not exhaustive, and related tasks may be assigned as required. • Understand the general operating mechanisms and monitored failure modes of the rail assets. • Apply electrical and electronics knowledge in instrumentation setup, testing, and commissioning. • Perform hands-on work, including cable routing, cabling termination, instrumentation setup, and onsite supervision. • Install, configure, and maintain IoT edge devices and sensors for data acquisition from rail assets. • Prepare and maintain as-built electrical and instrumentation schematic drawings for project documentation. • Prepare method statements and risk assessments for installation and commissioning works. • Support integration of IoT edge data with centralized systems; opportunities to develop data pipelines or cloud interfaces can be provided based on interest and candidate progression. • Conduct basic data validation and visualization to verify data integrity and system performance. • Collaborate with internal teams and end-users to gather feedback and improve monitoring systems.	• **Working Hours:** 5 days / week, 8.15am to 5.45pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 300 Bishan Road (S)579828

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Participate in onsite work during engineering hours (night) as part of project implementation, testing, and commissioning.	
Executive, Marketing 💼	• Assist in the execution of digital activation campaigns, ensuring smooth delivery and alignment with brand objectives • Coordinate campaign logistics, including scheduling, tracking, and reporting on performance • Support in managing online-to-offline (O2O) activations, referral programs, affiliate marketing partner, and promotional tie-ups • Prepare merchant documents such as invoices, redemption reports, and performance reports for internal and external stakeholders • Conduct campaign analysis by tracking key performance indicators (KPIs) such as member signup, user engagement, redemption, and user participation • Prepare and update presentation decks for internal reviews and external client meetings • Assist in executing user acquisition strategies, such as referral programs and digital marketing campaigns	• Support the team in executing digital activations, campaign implementation from start to end. • This role is integral in ensuring smooth execution of marketing initiatives, performance tracking, and supporting the Product Lead in driving user acquisition, user retention and partnership activation. • The ideal candidate should have a strong eye for detail, excellent coordination skills, and the ability to multitask in a fast-paced environment.	• **Working Hours:** 5 days / week, 8.15am to 5.45pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Paya Lebar Road (S)409057

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Monitor and analyze user behaviour to provide insights for engagement strategies • Support in managing app engagement initiatives, including WINK+ loyalty features and partner driven activations • Provide administrative and operational support including project coordination and stakeholder management • Liaise with cross functional teams such as marketing, tech, and sales to ensure seamless execution of in-app initiatives		
Manager, Business Development & Projects (M&E) 💼	• Minimum of 8 to 10 years' total experience in project planning & execution, maintenance, management and related fields. • Degree in Facilities Management, Engineering or Business with relevant experience in engineering companies. • Experience in Transportation And Startups will be advantageous. • With problem structuring and strategic problem-solving skills • Good written and oral communication skills	• Identify business opportunities to build order book, manage revenue and related costs to achieve positive EBIT; • Engage with potential clients and partners early and develop business case to position STRIDES as the preferred partner in the supply & provision of products & services in transport and non-transport facilities. • Oversee project execution to ensure revenue delivery. • Responsible for the achievement of Financial Year budget targets for transport and/or non-transport related consultancy, solutions, services, and projects: • Identify, develop and implement business growth	• **Working Hours:** 5 days /week, 8.15am to 5.45pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 300 Bishan Road (S)579828

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location

	• Good interpersonal skills and ability to work cross functionally
	• Demonstrated ability to manage multiple projects
	• Microsoft Office
		opportunities, sourcing for partners to support business growth within Singapore and beyond.
		• Forecast and manage budget/cost and expenses to meet expected revenue and EBIT for Strides Engineering
		• Review commercial/contract requirements, prepare tender/bid submission, seeking approval from management as per financial policy manual and participate in tender/bidding evaluation or negotiation together with technical teams from internal BUs and subcontractors;
		• Work with Finance, Legal and other counterparts to perform Finance and Business analysis including risk assessment to achieve organic business growth or via Merger and Acquisition;
		• Project execution, monitoring and cost control Management for secured projects of the assigned cost centre that:
		  • are completed according to expected time and schedule as per contract;
		  • are managed efficiently and effectively;
		  • are managed profitability within approved budget;
		  • recommend or approve subcontractors' payment request;
		  • account receivable and closing projects account with clients together with finance department
		• Work with partners to ensure project deliverables and KPIs are met.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Approve operation expenses within authorised limits as per Financial policy manual and Procurement and Purchase manual • Involve in Strategic Business Development planning as well as taking decision on day-to-day operation. • Work with company admin to provide oversight on billing status and processes for projects under your charge.	
Manager, Communication Systems 💼	• Degree in Mechanical / Electrical / Electronics Engineering or equivalent from a recognised institution, with at least 5 years' working experience in managerial positions in a maintenance organisation. • Previous Railway System experience would be advantageous. • Strong leadership and interpersonal skills. • Comfortable to work hands-on in a maintenance workshops environment alongside other Engineers, Assistant Engineers and Technical Officers. • Must also be able to work in different shift timings, when required.	• The Manager, Communication System Engineering, is to provide leadership and management to his team. • The team is expected to provide engineering solutions to reliability problems affecting Communication system and their associated equipment. • He will be required to coach and guide the team in defect troubleshooting, failure analysis, reliability trending, and develop engineering solutions to the problems identified; ensuring that each system and subsystem is performing within the defined reliability targets. • He will also have to collaborate with other internal and external stakeholders on engineering and maintenance efforts and ensure high system reliability and availability.	• **Working Hours:** 5 days /week, 8.15am to 5.45pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 300 Bishan Road (S)579828
Manager, Mechanical & Electrical Engineering 💼	• Degree in Mechanical / Electrical / Electronics Engineering or equivalent from a recognised institution, with at least 5 years'	• The Manager / Senior Manager in the MEE Department shall provide leadership and management to his team.	• **Working Hours:** 5 days /week, 8.15am to 5.45pm

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	working experience in managerial positions in a maintenance organisation. • Previous Railway System experience would be advantageous. • Strong leadership and interpersonal skills. • Comfortable to work hands-on in a maintenance workshops environment alongside other Engineers, Assistant Engineers and Technical Officers. • Must also be able to work in different shift timings, when required.	• He shall be responsible to perform engineering analytics, provide engineering solutions and perform defect investigations to support the Mechanical, Electrical and Electronic Systems of the SMRT Trains, Engineering Trains and Plant Equipment. • He shall be required to independently conduct and coach the team in defect troubleshooting, failure analysis, reliability trending, engineering analytics of condition monitoring systems and develop engineering solutions to the problems identified. • He shall also collaborate with other internal and external stakeholders on engineering and maintenance efforts and ensure high system reliability and availability.	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 300 Bishan Road (S)579828
Manager, Rolling Stock Engineering 💼	• Degree in Mechanical / Electrical / Electronics Engineering or equivalent from a recognized institution, with at least 5 years' working experience in managerial positions in a maintenance organisation. • Previous Railway System experience would be advantageous • Strong leadership and interpersonal skills. • Comfortable to work hands-on in a maintenance workshops environment alongside other Engineers,	• The Manager, Rolling Stock Engineering, is to provide leadership and management to his team. • The team is expected to provide engineering solutions to reliability problems affecting SMRT Trains, Engineering Trains and Plant Equipment. • He will be required to coach and guide the team in defect troubleshooting, failure analysis, reliability trending, and develop engineering solutions to the problems identified; ensuring that each system and subsystem is performing within the defined reliability targets.	• **Working Hours:** 5 days /week, 8.15am to 5.45pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 300 Bishan Road (S)579828

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Assistant Engineers and Technical Officers. • Must also be able to work in different shift timings, when required.	• He will also have to collaborate with other internal and external stakeholders on engineering and maintenance efforts and ensure high system reliability and availability.	
Manager, Service Quality & Operations Support 💼	• Bachelor's degree required in Engineering or Management discipline. • Minimum 2 years of experience in Service & Quality. • Knowledge of Operating, Maintenance and Rules and Regulations governing the railway industry. • Experience in operations & maintenance environment or railway industrial is preferred. • Strong knowledge and experience in Quality Management System. • Trained and competent on Quality Tools. • Highly developed team facilitation and leadership skills. • Familiar with continuous improvement tools such as Kaizen. • Must be able to communicate effectively with colleagues and staff at all levels, and with internal or external customers such as operation and transport authority officials.	• The incumbent is to act as key point of contact to Sentosa Express in all aspects of implementing, maintaining and continuous improving on the Quality Management System within Sentosa Express for Operations, Maintenance, and Service Excellence. • She/he will work on improvement projects that implement Quality Management Framework, Compliance Framework and Competency Management Framework across all departments within Sentosa Express and align with SMRT strategy. • Oversee internal processes and procedures to ensure compliance to internal and external Quality standards and policies. • Manage the quality-related reports and other documentation on quality. • Oversee the review of document such as Quality Procedures (QP), Operation Procedure (OP), Work Instructions (WI) etc. and ensure it is timely carried out and completed as required. • Provide support and coordination with various	• **Working Hours:** 5 days /week, 8.15am to 5.45pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 300 Bishan Road (S)579828

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Ability to influence individuals and teams to achieve desired goals and objectives.	stakeholders for audits external to Sentosa Express (e.g. ISO and LTA audit). • Provide regular Quality update to Sentosa Express management and Strides International/SMRT Groups senior management. • Develop, implement, and manage the quality audit plan to conduct the regular internal audits to ensure quality standards are met and maintained. • Monitor findings from audits and checks conducted by the line itself, as well as from audits and checks conducted on the line. • Ensure closure of findings with implementation of adequate control measures and actions. • Promote awareness and updates on Quality via various means e.g. staff engagements, meetings and electronic media (e.g. Workplace). • Provide regular updates relating to quality matters and ensure updated information is timely communicate to all. • Oversee Continuous Improvement activities and work with Kaizen Representatives to update management on Kaizen project submissions and saving status.	
Manager, Signalling Systems 💼	• Degree in Mechanical / Electrical / Electronics Engineering or equivalent from a recognised institution,	• The Manager, Signaling System Engineering, is to provide leadership and management to his team.	• **Working Hours:** 5 days /week, 8.15am to 5.45pm

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	with at least 5 years' working experience in managerial positions in a maintenance organisation. • Previous Railway System experience would be advantageous. • Strong leadership and interpersonal skills. • Comfortable to work hands-on in a maintenance workshops environment alongside other Engineers, Assistant Engineers and Technical Officers. • Must also be able to work in different shift timings, when required.	• The team is expected to provide engineering solutions to reliability problems affecting Signaling System and their associated equipment. • He will be required to coach and guide the team in defect troubleshooting, failure analysis, reliability trending, and develop engineering solutions to the problems identified; ensuring that each system and subsystem is performing within the defined reliability targets. • He will also have to collaborate with other internal and external stakeholders on engineering and maintenance efforts and ensure high system reliability and availability.	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 300 Bishan Road (S)579828
Sales Support Specialist 💼 ⭐	• Ideally, candidates will have a minimum of 2 years of experience in media advertising or account management will be preferred. • We encourage recent graduates who are passionate about the media industry to consider applying. • Strong client management and presentation skills are important for this role. • We value self-motivated individuals who can embrace ambiguity and adapt to change while thriving in a fast-paced environment. • A proven ability to meet deadlines and successfully manage	• In this role, the candidate is responsible for maximising client retention and support sales team in driving incremental revenue growth. • The Sales Support Specialist role will transition into a Sales Executive role, subjected to work performance. **SUPPORT CLIENT RETENTION** • Responsible for creating and managing sales proposals in support of the sales team, ensuring alignment with client needs and company standards. • Collaborate with clients to explore how media strategies can effectively align with their objectives and support the broader challenges affecting their businesses and marketing efforts.	• **Working Hours:** 5 days /week, 8.15am to 5.45pm • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 10 Paya Lebar Road (S)409057

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	multiple projects, along with strong organizational skills, is preferred. • Effective engagement and communication with both internal and external stakeholders are essential. • Approach conflicts with a constructive and open-minded perspective, recognizing them as valuable opportunities for growth. • Respond to situations with flexibility and a commitment to finding resolutions that are fair and equitable for all parties involved.	• Provide thoughtful insights when discussing client briefs, encourage exploration of alternative approaches that may more effectively fulfil their marketing objectives. • Develop the ability to tailor implementation strategies for clients, focusing on optimal media weights, placements, and buying parameters that align with their goals • Develop the ability to analyse and evaluate media proposals independently, applying key principles of the buying process, including audience analysis, cost assessment, and the tracking and optimization of results. • Compile comprehensive post campaign reports that detail performance against planned KPIs, expenditures, communication goals, and campaign effectiveness, along with insights and thoughtful recommendations for future initiatives. **SUPPORT NEW CLIENT ACQUISITION** • Follow-up on opportunities to drive incremental sales either from media agencies or direct advertisers. • Support presentations and build a storyline to present campaign proposals. • Sales focused and customer-oriented to drive revenue growth.	
Train Captain ⭐	• Provide professional image and excellent service to enhance	• Train Captain plays an important role in operating the SMRT North-South and EastWest line passenger	• **Working Hours:** 7 days /week, Shift work

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	commuters travel experience • Operate passenger trains competently with in-depth knowledge of train operations and technicalities that include analyzing of train faults systematically ensuring delays and incidents arising in train service responded promptly and handled appropriately • Adhere to organizational standard operating procedures (SOPs) and work instructions to provide safe, secure, reliable and efficient train service while operating a train • Make effective radio communication with Operation Control Centre to report operational and situation updates • Make in-train public address announcement to update operational and train information to commuters onboard trains • Be vigilant and report to Operation Control Centre of any safety and security threats and/or infringement within railway premises • Perform emergencies response procedures and assist in rail service incident management	trains ensuring a safe, secure, reliable and efficient commute for commuters and to achieve the overall train service standards. • He/she must be well-versed with train operations and the functions of the rail systems and equipment to make sound and operational safe decision to maintain and improve train service standards and reliability. • He/she must be able to communicate effectively with the Operations Control Centre (OCC) and make in-train public address announcement to provide operational and train information to commuters onboard trains	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	recovery and incident investigations in accordance with organization service recovery standard operating procedures • Assist commuters in distress, or casualties during an emergency • Participate in the continuous improvement of work systems and processes		
Train Service Controller (TEL) ⭐	• Able to operate computer-based control systems. • Able to work independently as well as in a team environment with individuals of diverse background. • Positive, open-minded, meticulous and alert. • Highly motivated and ability to work under pressure and handle stress. • Able to think strategically and analyse systematically to make sound and safe decisions. • Ability to handle emergency situation in a calm and swift manner.	• Monitor and control train operational activities to ensure that safe, efficient, and reliable train services are provided at all times. • Regulate and monitor train services closely in accordance with train timetable. • Make logical decisions and cater necessary service adjustment to meet passenger needs. • Coordinate and mobilise relevant Operations and Maintenance staff to deal with failure or unexpected events in an expeditious and safe manner. • Monitor and oversee daily station opening and ensure that all station equipment are functional before the start of revenue service. • Assists Chief Controller in information dissemination to passengers that are affected by rail incidents at the stations. • Inform relevant maintenance staff on equipment faults so that recovery actions can be taken.	• **Working Hours:** 7 days / week, 3 rotating shift • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Manage and control all work possessions and track access according to prescribed rules and procedures. • Assist premise owners to facilitate access rights of TEL premises for authorised external personnel (e.g. contractors).	

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#42 ST Logistics

ST Logistics plays a pivotal role in Singapore's national supply chain ecosystem, delivering essential support to key operations across Defence, Healthcare, Homeland Security, and the broader Public Sector. We are inviting motivated individuals to join our team and grow a career with purpose and national impact. Defence, Government and Healthcare sectors. We endeavour to be a leader in the supply chain industry, with excellence in delivering sustainable and innovative solutions. Smart technological elements built into our solutions play a big part in ensuring our customers experience the full enabling power of digitalisation and automation when they adopt our solutions.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Accountant 💼 ⭐	• Bachelor's degree in accountancy or ACCA certification • Diploma in Accountancy and an ACCA certificate with minimum 5 years of relevant experience in accounting or reputable audit firm. • Experience with using SAP will be advantageous.	• Mostly involved in month end closing, management reporting and financial reporting of monthly results. • He/she produces timely and accurate financial statements and management accounts, thus achieving compliance with corporate policies and statutory requirements. • Analyse data and understand the financial performance and position of the business vertical in order to meet reporting requirements and to produce any special reports required by the management team. • Works closely with internal stakeholders to roll out improvement projects to help digitalise the finance process, thus benefiting the organisation.	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509
Assistant Manager - Cybersecurity and Compliance 💼	• Bachelor's degree in Cybersecurity, Information Security, Computer Science, or a related discipline. • Professional certifications preferred: CISM, CISSP, CRISC, ISO 27001 Lead	• Responsible for developing, implementing, and maintaining governance frameworks, risk management processes, and compliance programmes ensuring the organisation's security posture aligns with regulatory expectations,	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Implementer/Auditor, or equivalent. • 5-8 years of experience of relevant cybersecurity experience, with at least 2–3 years in governance, risk, and compliance functions. • Proficient in MS Office Applications / Microsoft Power Platform Applications and social media platforms	business objectives, and risk tolerance. • Involved working closely with business units, IT teams, and external stakeholders to ensure compliance with regulatory requirements, industry standards, and internal security policies. • Ensure that the cybersecurity framework aligns with the with the increase in velocity of changes in order to uphold the protection of the cyberspace for the organisation.	
Assistant Manager – Operations 💼	• Degree with operation management skills preferred. • Prior experience with Aviation industry preferred • Candidate with fuel farm operation experience is a plus • Familiar with MS Office - Excel, Words and PowerPoint	• Leads the development of operational plans for fuel farm activities, driving compliance with regulatory and safety requirements. • Collaborates with QHSSE to address and prevent any QHSSE lapses and serves as a Site Management Controller during emergencies. • Works with customers to provide clarifications on contract terms, conditions and technical specifications.	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 37 Loyang Cresent (S)506827
Assistant/ Deputy Manager - Analytics and Artificial Intelligence 💼 ⭐	• Proficiency in programming languages like Python or R is preferred. • Familiarity with data manipulation, statistical analysis and machine learning theories is preferred. • Knowledge of AI frameworks and tools is a must • Bachelor Degree in Engineering, Economics, Mathematics, Computer Science	• The Assistant/Deputy Manager (Analytics and Artificial Intelligence) extracts and integrates data from various sources and creates advanced models and algorithms suitable for the business use case. • Conducts testing on data and AI models, interprets findings from testing, and evaluates model performance for scaling and deployment. • Develop compelling and logically structured	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• 5-8 years of work experience in a related role	communication materials to facilitate stakeholder buy-in.	
Executive – Finance (AR) 💼 ⭐	• Bachelor's Degree/ Diploma (or equivalent professional qualifications) in Accounting, Finance, or related field with at least 1 year of relevant experience.	• Perform month-end accrual activities. • Maintain accurate posting and financial records. • Compile the relevant business documentation used in banking processes.	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509
Executive - Quality Assurance 💼	• 1-3 year of relevant experience • Diploma/Degree in pharmaceutical science or health science or related field	• Quality control activities in accordance to regulations and requirements and inspects incoming, in-process and outgoing products/shipments for adherence to quality requirements. • Assist quality queries, customers complaints and audit. • Preferably basic knowledge in regulatory affairs and compliance standards to align the organisation's QMS with international and national regulatory standards for compliance.	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509
Executive/ Higher Executive - Branding and Marketing (E-commerce and Retail Management) 💼	• Bachelors degree in marketing, Business, Communications, or a related field is required. • Professional certifications (e.g., Google Analytics, Salesforce certifications) is an advantage. • 3–5 years of relevant experience in retail marketing, brand management, or retail operations, with demonstrated exposure	• Provides both strategic and operational leadership in developing and executing branding and marketing strategies across online and offline channels. • Drives brand equity, customer engagement, and business growth through innovative, data-driven, and customer-centric initiatives. • Leads the end-to-end development and delivery of branding solutions, from market research and	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	to both e-commerce and physical retail environments.	consumer insights to campaign design, execution, and performance analysis. • This includes implementing brand management tools, leveraging technology platforms, and applying advanced analytics to monitor KPIs, optimize marketing spend, and personalize customer experiences.	
Fuel Operations Specialist ⭐	• NITEC and 5 years of experience preferred. • Class 4 and/or Class 5 Driving License and/or Forklift License. • Prior experience with Aviation industry preferred. • Ability to use Apps and have cybersecurity awareness.	• Performs routine fuel farm operations and maintenance activities in accordance with Standard Operating Procedures (SOPs) and safety regulations. • Prepares the daily logs, supervises the troubleshooting processes carried out by contractors, and reports all equipment abnormalities to the maintenance teams. • Works outdoors and is able to operate a variety of aviation support equipment and vehicles for military and commercial aviation ground support operations.	• **Working Hours:** 5 days /week, Shift work • **Employment Type:** Full Time • **Location:** 37 Loyang Cresent (S)506827
Logistics Supervisor	• GCE N/O Levels / NITEC. • 3-5 years of relevant working experience in warehouse operations. • Basic knowledge of SAP/Warehouse Management System (WMS). • Proficiency in basic MS Office Applications. • Tasks that may involve lifting and moving packages. • Forklift license is preferred.	• Responsible for supervision of general warehouse operations and activities. • Responsible for monitoring warehouse operations performance, quality and ensuring safe and efficient operation of goods and equipment. • Supervises the deliveries, asset management and transaction documentation process, and oversees the secure handling of goods.	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Manager – IT (Solution Architect) 💼	• Bachelor's in Computer Science, Software Engineering, Information Systems, or related field (Master's preferred). • 7-10 years' experience in IT architecture and software development; • Proven track record designing and integrating systems such as WMS, OMS, SAP, CMS and IoT/automation platforms. • Familiar with PLC/WES/WCS, industrial communication protocols (Modbus, MQTT, OPC UA), and robotics integration.	• Lead the design and implementation of enterprise IT, automation, and digital solutions that power ST Logistics' next-generation supply-chain network. • This role combines deep full-stack engineering capability with strong knowledge of warehouse automation, IoT, and operations technologies (OT) to build an integrated digital ecosystem. • The Architect will enable smart-warehouse, last-mile, and data-driven transformation, integrating systems such as WMS, SAP, IoT lockers, RFID scanners, AGVs, and robotics platforms into a secure, cloud-ready architecture.	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509
QC Inspector – Quality Assurance 💼	• ITE/O/A level, work as VAS operator/WH operator for min 1 year	• Conduct quality control daily task activities in accordance to the approved regulations and requirements. • Aware of the Standard Operating Procedures (SOPs) to be followed when performing QA activities and applies these standard procedures in daily work activities. • Works closely with the Operations team on inspection of goods, release and quarantine of good. Preferably to assist in complaint management activities such as the investigation and customer complaints. • Meticulous with eye for details in managing documents, data digital and	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		hardcopy filling systems for the organisation.	
Senior/ Executive – Operations 💼 ⭐	• Diploma/Degree in any Business/Logistics/Supply Chain or equivalent certifications. • 1-3 years of relevant experience in Warehouse Operations/Vendor Management. • Basic knowledge of SAP/Warehouse Management System (WMS)/Supply Chain Software/Enterprise Resource Planning (ERP) Systems. • Prior experience with Aviation industry preferred.	• Supports the planning and scheduling of day-to-day activities such as warehouse & transportation operations. • Develop technology to be implemented to enhance productivity, efficiency and safety of the business. • Handles customers and manages their requirements.	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509
Senior / Logistics Specialist ⭐	• GCE N/O Levels / NITEC. • 1-2 years of relevant working experience in warehouse operations. • Basic knowledge of SAP / Warehouse Management System (WMS). • Proficiency in basic MS Office Applications. • Relevant experience in a warehouse environment. • Tasks that may involve lifting and moving packages. • Forklift license is preferred.	• Responsible for executing general warehouse operations and activities. • Performs warehouse operations in adherence to procedures, and the safe and efficient operations of goods and equipment. • Coordinates the deliveries, asset management and transaction documentation process, and performs the secure handling of goods.	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509
Senior / Transport Specialist ⭐	• GCE N/O Levels / NITEC. • 1-2 years of relevant working experience in warehouse operations. • Basic knowledge of SAP / Warehouse	• Responsible for executing general warehouse operations and activities. • Performs warehouse operations in adherence to procedures, and the safe and	• **Working Hours:** 5 days /week, 8am - 5.30pm

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Management System (WMS). • Proficiency in basic MS Office Applications. • Relevant experience in a warehouse environment. • Tasks that may involve lifting and moving packages. • Fork Lift license is preferred.	efficient operations of goods and equipment. • Coordinates the deliveries, asset management and transaction documentation process, and performs the secure handling of goods.	• **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509
Senior Executive – Property and Facilities Management 💼	• Diploma / Bachelor's Degree (or equivalent professional qualifications) in a relevant field • 1-3 years of relevant office administrative experience or in a similar role.	• Responsible for the administrative operations and ensuring smooth functioning of day-to-day activities in the area of staff welfare/cohesion, security, facilities, training coordination and General Administration within the business vertical. • He/She ensures that events are well co-ordinated and the premises are safe, well cleaned and maintained.	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 60 Pioneer Road (S)628509
Senior Manager – Operations 💼	• Degree with operation management skills preferred. • Prior experience with Aviation industry preferred • Candidate with fuel farm operation experience is a plus • Familiar with MS Office - Excel, Words and PowerPoint	• Drives the business unit's compliance with safety, quality and environmental regulations as well as data governance policies. • Collaborates with each worksite to plan for fuel stock, ensure fuel quality and approve complex maintenance work. • Apart from overseeing daily operational demands, he/she supports business continuity, developing the organisation's strategic growth plans and setting the direction for new projects.	• **Working Hours:** 5 days /week, 8am - 5.30pm • **Employment Type:** Full Time • **Location:** 37 Loyang Cresent (S)506827

#43 StaffKing (14 February Only)

Our mission is to provide employment services of the highest quality to our valued clients and we strive to conduct our business to help our clients achieve maximum productivity with the right talents.

StaffKing focuses on providing excellent employment services to both large and small businesses across various industries. Our services include management of talents and recruitment of permanent, contract, part-time and temporary staff.

Our core management team and senior consultants are veterans in the human capital industry. With this team of skilled and experienced professionals, StaffKing has every confidence in our ability to fulfil our clients' recruitment needs.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Accounts Executive 💼	• Candidate must possess at least a Diploma, Advance/Higher/Graduate Diploma in Finance / Accountancy • Minimum 3 to 4 years of full set accounting experience • With logistics and manufacturing experience preferred • Meticulous & accurate- Able to work under minimum supervision and be a team player. • Proficient in MS Office • Salary is commensurate with qualifications and experience. • Should you have any questions or require further information, feel free to reach out at any time.	• Maintaining full set of accounts of multiple companies • Assist in preparation of financial reports, audit schedules, GST reports. • Assisting with the improvement of accounting processes • Checking of claims & sales commission submitted by various department and associate companies. • Other ad-hoc duties as assigned	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649
ACMV BIM Modeller 💼	• Diploma or higher in Mechanical, Electrical, Building Services, or related discipline. • 3–5 years' experience in M&E drafting with exposure to LTA projects (Electrical, Fire	• Prepare and draft M&E system drawings, ensuring accuracy and compliance with project requirements. • Perform quantity take-off for MEP services and prepare related documentation.	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	Protection, ECS services). • Proficiency in BIM drafting and coordination. • BCA Specialist Diploma in BIM will be an added advantage	• Support construction phase with shop drawings, testing, and commissioning documentation. • Conduct inspection checks and testing follow-up after installation works. • Coordinate with clients, consultants, civil contractors, architects, and other M&E contractors to resolve interface issues. • Carry out duct sizing and calculations manually and using duct checker software. • Design ventilation systems, including fan, grille, and diffuser sizing. • Assist senior BIM modelers with CSD (Combined Services Drawings) and submissions	• **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649
AI Engineer 💼	• 1–2 years experience OR strong internship/project exposure in automation or robotics.	• Assist in designing and testing robotic systems for processes such as drilling, polishing, and sealant application. • Support workflow development and integration of robots into existing production lines. • Participate in robotic system setup, configuration, and calibration. • Support deployment of robotic solutions in airframe and engine maintenance environments. • Monitor system performance and assist with troubleshooting operational issues. • Document test outcomes, prepare reports, and contribute to SOP development.	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Receive hands-on training with industrial robots and automation software. • Work closely with Manufacturing, QA, R&D and cross-functional teams. • Participate in internal workshops and robotics/AI innovation initiatives.	
Commercial Manager (ACMV) 💼	• Degree in Quantity Surveying, Construction Management, Engineering, or related field. • Minimum 8–12 years of relevant experience in Commercial / Contract Management within construction or M&E (ACMV/FPS experience is an advantage). • Strong knowledge of PSSCOC, SIA, FIDIC, LTA contract forms. • Proven experience in cost control, claims preparation, and project financial management. • Excellent negotiation, communication, and stakeholder management skills. • Strong analytical, problem-solving skills, and attention to detail. • Proficient in MS Office and project management/ERP systems.	• Lead full spectrum of pre- and post-contract management, including tender review, contract negotiation, variations, and claims. • Manage main contract and subcontract agreements to ensure compliance and minimize commercial risks. • Review, prepare, and submit monthly progress claims, variation orders, and contractual correspondences. • Monitor project budgets, cash flow, cost forecasts, and ensure all financial targets are met. • Implement cost-control measures and value engineering recommendations. • Liaise with clients, consultants, subcontractors, suppliers, and internal project teams on all commercial matters. • Prepare commercial reports and financial updates for senior management. • Identify and mitigate contractual and commercial risks across projects. • Ensure compliance with BCA, LTA, MOM, and internal company policies.	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Support audits, insurance matters, and dispute resolution when required	
Customer Service Executive 💼 ⭐	• Candidate with receptionist/front desk experience are welcome to apply. • Candidate with experience in training/learning centre is preferred.	• Manage course administration, including enquiries, registrations, ad-hoc requests, and course delivery support. • Maintain online registration system and prepare training performance reports. • Update marketing materials and support events to increase course participation. • Assist in organizing corporate activities and events. • Source, negotiate, and manage vendors to meet service standards. • Monitor supplier performance and maintain stakeholder relationships	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649
Electrical Engineer (ELV) 💼	• Diploma or Degree in Electrical or Mechanical Engineering from a recognized institution. • Minimum 3–5 years of relevant experience in LTA, ACMV, FPS, or electrical building services projects. • Hands-on knowledge in LV systems, tunnel ventilation, or ACMV electrical systems is preferred. • Proficient in AutoCAD, Revit, BIM, and MS Office; familiarity with design calculation software is an advantage.	• Plan, design, and manage electrical systems for construction, ACMV, or FPS projects, including underground tunnel and LTA projects. • Perform electrical design calculations, planning, and preparation of technical drawings, tender documents, and QA/QC documentation. • Review and ensure all design and site works comply with specifications, standards, and authority requirements. • Coordinate with clients, main contractors, consultants, and sub-contractors to resolve technical issues and align project deliverables. • Supervise electrical installation, testing, commissioning, and “power turn-on” works on-site.	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Monitor sub-contractors' progress and quality of work, ensuring compliance with approved shop drawings and method statements. • Review M&E drawings and identify discrepancies between electrical, mechanical, structural, ID, and architectural plans. • Manage project schedules, manpower planning, and cost control to meet deadlines and targets. • Attend coordination and site meetings to report on project status, technical issues, and progress updates. • Support team development, mentoring, and continuous improvement initiatives. • Carry out any other ad-hoc duties assigned by the Project Manager or Design Manager	
Electrical Manager 💼	• Degree in Mechanical Engineering, Building Services, Electrical Engineering, or related disciplines • Minimum 8 years of relevant experience in ACMV design, tendering, and cost estimation • Strong experience in ACMV systems; FPS knowledge is an advantage • LTA project experience will be a strong added advantage • Proven track record in tender pricing, cost optimisation, and contract win strategies	• Lead technical design and cost estimation for upcoming ACMV and FPS projects • Ensure all designs and tender submissions comply with tender specifications, standards, and relevant codes of practice • Review and optimise tender pricing to remain competitive while meeting company margin requirements • Prepare, evaluate, and submit accurate and timely tender proposals • Conduct market, competitor, and supplier analysis to support pricing and tender strategies • Liaise closely with consultants, architects, developers, building owners,	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		and suppliers during tender and design stages • Provide engineering and technical support to ongoing projects when required • Manage and guide engineering, estimation, and electrical teams to ensure quality and consistency • Support business growth by securing new projects aligned with the company's strategic plans	
Head of Bodyshop & Paint 💼	• Diploma or higher in Mechanical Engineering or equivalent • Minimum 5 years of workshop management experience, with exposure to body and paint operations and insurance claims • Strong communication, leadership, and negotiation skills; knowledge of WSH practices is required	• Oversee daily operations of the Body & Paint workshop, ensuring quality repairs and compliance with GIA and MCF guidelines • Manage insurance claims process, including negotiation of labour and parts rates • Lead and motivate workshop staff to meet monthly service revenue targets and maintain high service standards • Monitor repair orders, work-in-progress (WIP), and debtor payments to ensure efficient workshop workflow and timely collections • Prepare monthly performance reports, staff incentives, and improve workflow through SOP development	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649
Marketing Executive 💼	• Diploma or above in Marketing, Mass Communication, Business, or equivalent. • Good knowledge of digital marketing platforms (Meta, Google, Mailchimp) and social media management. • Strong command of written and spoken	• Highly independent, results-driven Marketing Executive needed for a brand. • Thrive in a fast-paced, deadline-driven environment. • Conduct market and competitor research to inform brand positioning and identify growth opportunities. • Handle administrative tasks and provide on-ground support for marketing	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	English; ability to write creative and engaging content. • Minimum 1–2 years of relevant experience in marketing, events, or F&B preferred. • Proficient in MS Office; familiarity with Canva, Adobe Photoshop, or similar tools is a plus. • Able to work independently and manage multiple projects under tight deadlines. • Resourceful, creative, and a strong team player with good interpersonal and communication skills.	activities, events, and promotions.	Road (S)369649
Operations Supervisor 💼	• Nitec/ Higher Notec/ Diploma in logistics, operations, or related field • Prefer candidate with hands-on experience in transport, delivery, or warehouse operations	• Supervise supermarket deliveries • Manage daily shift operations and ensure smooth workflow • Assign drivers, routes, and jobs to meet delivery schedules • Ensure all staff follow SOPs and stop unsafe practices immediately • Handle operational issues and escalate serious incidents to management • Supervise drivers and operational staff and ensure proper shift handovers • Make shift decisions responsibly and report all safety, quality, or compliance issues promptly	• **Working Hours:** 6 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649
Product Safety Senior Engineer 💼	• Candidates with experience in product safety engineering, preferably in semiconductor	• Conduct pre-audit design reviews to ensure compliance with international safety standards (IEC, UL, SEMI, CE, NFPA, ISO).	• **Working Hours:** 5 days /week, 9 hrs/ day

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	equipment, industrial machinery, or high-tech manufacturing. • Proven track record of achieving compliance certifications (e.g., CE, UL, IEC 60204, SEMI S2/S8) • Familiarity with safety standards such as CE, IEC 60204, NFPA 79 • Experience with risk assessment methodologies (e.g., FMEA, HAZOP • Proficiency in CAD/PLM tools (e.g., SolidEdge) for design review is a plus.	• Collaborate with design engineers to integrate safety requirements early in the product development process. • Interpret global safety regulations and translate them into actionable design and testing criteria. • Coordinate with third-party certification bodies (e.g., TÜV, UL, CSA) and manage compliance audits. • Support and perform safety testing, including electrical checks, fault simulations, and hazard assessments. • Lead risk assessments (FMEA, Hazard Analysis) and maintain safety compliance documentation. • Work closely with cross-functional teams (R&D, Manufacturing, Quality, Legal) and provide safety training where needed	• **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649
Project Engineer 💼	• Relevant experience will have added advantage • Diploma / Degree in Mechanical Engineering discipline or equivalent	• Oversee and manage all project installation and engineering activities, including personnel mobilization and monitoring overall job progress. • Coordinate with customers, consultants, main contractors, subcontractors, and suppliers to ensure smooth project execution and adherence to requirements. • Supervise site operations, vendors, and subcontractors to meet project milestones and ensure timely delivery of all works. • Plan, manage, and control project operations such as cost re-estimation, manpower	• **Working Hours:** 5.5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		allocation, and work scheduling. • Build and maintain strong working relationships with clients, consultants, and building owners throughout the project lifecycle. • Prepare monthly updates and reports on project operations, progress, and any arising issues	
Project Manager 💼	• Five to ten years working experience as project manger in plumbing and sanitary industry.	• Lead the full spectrum of project management, including engineering design, construction, manpower planning, testing, and commissioning. • Oversee design development for plumbing and sanitary systems, ensuring compliance with project and regulatory requirements. • Manage project budgets, cost control, resource planning, and material/equipment procurement. • Coordinate and liaise with clients, consultants, architects, authorities, project teams, and subcontractors to ensure smooth project execution. • Ensure all works comply with legal, building, and safety regulations, and that projects are completed on time and within budget.	• **Working Hours:** 5.5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649
Recruitment Consultant 💼 ⭐	• No experience required	• Meeting monthly sales target and company's revenue objectives • Responsible for full cycle of search and recruitment activities. • Be involved in executive and non-executive search.	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Managing job offer process to candidates and handle remuneration and compensation benefits with clients and candidates. • Advise Clients and Job seekers on market & employment trends. • Business development which involves managing and developing new and existing clients. • Enhance business relationship with clients and develop strong account management skills. • Working closely with clients to develop recruitment strategies and plans. • Working closely with team members to achieve team goals.	• **Location:** 31 Harrison Road (S)369649
Sales Executive 💼 ⭐	• Candidates with Sales Experiences are welcome to apply. • Entry level candidate are welcome to apply • Possession of a Class 3 license and own car will be a plus, not mandatory	• Proactively identify and develop new business opportunities to drive company growth • Establish and maintain strong working relationships with clients, consultants, contractors, and facility management teams • Conduct site visits to assess client needs and offer appropriate technical solutions • Prepare and present service proposals, quotations, and technical presentations customized to client requirements • Work closely with the technical and service teams to ensure smooth project execution and high client satisfaction	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Stay informed on market trends, competitor activities, and customer feedback to refine sales strategies and improve service offerings	
Senior Fire Protection Engineer 💼	• Bachelor's Degree in Mechanical, Fire Safety Engineering, or related field. • Minimum 5–8 years' experience in fire protection engineering within ACMV/M&E or construction projects in Singapore. • Strong knowledge of fire codes and standards (SCDF, BCA, NFPA, FM Global). • Proficient in AutoCAD, Revit/BIM, and hydraulic calculation software. • Proven experience in large-scale projects (LTA, BCA, industrial, commercial, or infrastructure	• Lead design and integration of fire protection systems (sprinklers, hydrants, hose reels, risers, gas suppression, smoke control, etc.) with ACMV/M&E systems. • Prepare hydraulic calculations, technical drawings, and schematics in compliance with SCDF, BCA, NFPA, FM Global, and local codes. • Review fire safety plans, material submissions, and coordinate authority submissions for approvals and clearances. • Manage fire protection works from design, tender, and installation to testing, commissioning, and handover. • Conduct site inspections, risk assessments, and resolve technical or coordination issues. • Oversee testing, commissioning, and integration with ACMV smoke control systems. • Mentor and guide junior engineers, ensuring technical quality and compliance. • Liaise with clients, consultants, contractors, and authorities to ensure smooth project execution.	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649
Senior Florist 💼	• Relevant experience in weddings and events is an advantage	• Create and develop new floral designs for product launches, weddings, and events	• **Working Hours:** 5.5 days /week,

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Must be willing to work on weekends to support wedding and event setups	• Oversee floral inventory and manage weekly purchasing • Mentor junior florists to ensure timely and high-quality order fulfilment • Coordinate with operations to ensure scheduled orders are delivered on time • Prepare weekend floral orders in advance by Friday • Perform on-site flower maintenance at designated hotel locations (monthly) • Handle on-site setup and installation for designs that cannot be transported	9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649
Senior Marketing Executive 💼	• Minimum 2 years of marketing experience in the automotive industry. • Diploma qualification with strong communication skills and ability to manage/guide team activities. • Proficient in digital marketing tools and creative design platforms such as Canva; Adobe experience is an advantage	• Plan and execute marketing campaigns, promotional activities, and product awareness initiatives. • Manage online and media platforms (Facebook, Website, SGCarMart, Carousell) including content creation, copywriting, creative design, and marketing blasts. • Develop marketing materials, artwork, and event-related media assets. • Handle leads via CRM, assign leads promptly, and oversee enquiries via email, WhatsApp, Facebook, and calls. • Prepare weekly marketing performance reports and support management with ad-hoc marketing tasks.	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649
Senior Mechanical Engineer 💼	• Bachelor's degree in Mechanical, Mechatronics, or Automation Engineering, with a minimum of five years' experience in custom	• Lead Mechanical Design & Proposal Development • Drive mechanical design and cost estimation for new project inquiries by analyzing specifications and proposing comprehensive solutions, including cycle time studies,	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	automation design and implementation • Proficient in 3D CAD software, particularly SolidWorks and/or Creo, for detailed mechanical design and modeling • Prior experience with TCB (Thermo-Compression Bonding) Equipment. • Strong foundation in mechanical systems and automation, with experience in electromechanical integration • Skilled in interpreting technical documentation, scientific research, and financial data related to engineering projects • Capable of delivering clear, professional presentations and producing high-quality technical documentation and reports • Applied understanding of advanced mathematical and statistical methods, including variance analysis, correlation techniques, and reliability testing • Prior hands-on experience in developing and deploying custom automation systems is highly desirable • Open to occasional travel for on-site	structural concepts, and automation mechanisms. • Prepare and Present Design Proposals • Compile professional presentations using Microsoft PowerPoint for internal reviews and client pitches; liaise with vendors for component selection and accurate costing. • Execute Project-Based Mechanical Design • Deliver mechanical designs aligned with project scope, budget, and timeline, including creating 2D/3D models, detailed drawings, and BOMs, while managing revisions efficiently. • Cross-Functional Collaboration • Work closely with electrical, software, purchasing, and production teams to ensure integrated, feasible, and high-quality design solutions throughout the project lifecycle. • Support Continuous Improvement and R&D • Gather feedback from project teams, conduct post-project reviews, and contribute to R&D and POC efforts by exploring innovative technologies and enhancing automation capabilities. • Standardization and Knowledge Management • Develop and implement mechanical design standards, maintain the ERX platform, and manage a centralized component and costing	• **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	machine installation, testing, and commissioning at client or partner facilities	database for consistent and efficient project execution. • Team Development and Ad-Hoc Support • Provide mentorship to junior engineers, assist in training and documentation efforts, and contribute to organizational development by supporting staff evaluations, special assignments, and maintaining safety and workplace standards	
Site Engineer 💼	• Possess a diploma in any engineering related OR having relevant experience	• Supervise and monitor on-site construction activities to ensure compliance with design and specifications. • Coordinate with contractors, subcontractors, and project teams for smooth workflow. • Conduct site inspections and quality checks to ensure safety and standards are met. • Assist in preparing progress reports, documentation, and project updates. • Support problem-solving and resolve technical issues on-site efficiently	• **Working Hours:** 5.5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649
Software Engineer 💼	• Candidate with Master/Degree in Computer Science, Software Engineering, Mathematics or a related field from a recognized institution are welcome to apply. • Experience in software development, preferably in the semiconductor or manufacturing industry is a plus. • Proficiency in C++ for embedded systems,	• Design and develop high-performance motion control systems used in fast and precise semiconductor assembly machines. • Provide technical support and solutions to product teams on motion and control topics. • Develop embedded software based on product requirements and specifications. • Create and implement servo control methods and algorithms for advanced mechatronic systems.	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	automation, or UI/UX development is preferred	• Work closely with software, control, electronics, and product engineers/managers in a cross-functional team	
Sustainability Engineer 💼	• Diploma/Degree in Mechanical/Electrical Engineering, Energy Management, Sustainable Building, or a related field. • Familiarity with Green Mark certification processes and BCA sustainability standards. • Hands-on experience with ACMV systems, energy audits, or building performance assessments preferred	• Lead and coordinate the Green Mark certification process, ensuring full compliance with BCA requirements. • Conduct on-site energy audits and building system inspections (ACMV, lighting, indoor comfort, etc.) to assess performance and recommend energy-saving measures. • Prepare sustainability reports, including gap analysis, strategic improvement plans, and cost-benefit assessments. • Manage project timelines, deliverables, and client communications, ensuring successful project execution. • Support business development by preparing Tender/RFP/RFQ submissions and attending site briefings or surveys. • Drive sustainability initiatives and provide technical input to enhance building performance and efficiency.	• **Working Hours:** 5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649
Technical Executive 💼 ⭐	• Basic working knowledge of AutoCAD drafting • Educational or practical background in engineering or related discipline	• Prepare, modify, and interpret AutoCAD drawings for engineering projects • Conduct site visits and inspections when required • Provide technical assistance and support to internal departments • Troubleshoot and resolve technical issues that arise during projects • Assist in coordinating technical matters to ensure smooth project execution	• **Working Hours:** 5.5 days /week, 9 hrs/ day • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 31 Harrison Road (S)369649

#44 Sunset Hospitality Group

METT Singapore, a Heritage Icon in the heart of Fort Canning Park is managed by Sunset Hospitality Group.

The hotel blends colonial charm with contemporary soul. Just minutes from Orchard Road, this lifestyle hotel features 84 rooms and suites, 2 pools, and exclusive venues for dining, wellness, and social connection. With every detail designed to inspire meaningful moments, METT Singapore is a destination where simplicity meets refined living.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location

Assistant Restaurant Manager 💼	**Knowledge, Skills, and Experience:**
	• Minimum 1-2 years of experience in similar positions in a high-volume, high-end restaurant preferred.
	• Good in English.
	• Good communications and interpersonal skills.
	• Customer oriented with a positive attitude and smiling face.
	• Cooperative and self-giving team player.
	• Ability and willingness to perform under stress.
	• Positive and high energy level.
	
	Physical Requirements of the job:
	• The job of the Captain may require:
	  • Physical handling of products such as handling trays.
	  • Covering different shifts and working during public holidays.
	  • Stressful conditions.
	  • Standing for long hours.
			• **Working Hours:** 5 days /week, 44 hr/ week
			• **Employment Type:** Full-time
			• **Job Type:** Permanent
			• **Location:** 168 Robinson Road (S)068912

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location

Bartender	**Knowledge, Skills, and Experience:**
	• At least high school diploma.
	• Minimum 1-2 years of experience in similar position in a high-volume, fine dining concept.
	• Fluent in English.
	• Excellent communicatio ns skills.
	• Outstanding customer service skills.
	• Positive and high energy level.
	• Highly cooperative team spirit.
	• Ability to work in a high-stress, fast-paced environment.
	
	Physical Requirements of the job:
	• The Job of the Bartender may require:
	  • Long hours, covering different shifts and working during public holidays.
	  • Walk and stand for entire shift.
		• The Bartender is responsible for serving all beverages with friendly, individualized attention towards each.
		
		Principal Accountabilities:
		• Prepare or serve hot or cold beverages quickly and efficiently, meeting our standards.
		• Deliver excellent customer service, at all times.
		• Have a complete and thorough knowledge of all menu items in order to be able to describe and make suggestive selling to customers.
		• Maintains the highest quality, consistent beverage standards.
		• Follows as the restaurant's beverages recipes and procedures.
		• Ensure that beverages/foods are presented in a manner to generate the utmost eye appeal.
		• Order, receive or stock supplies or retail products.
		• Set up or restock product displays.
		• Follows standards for merchandising, stock rotation and sorting of all products, maintaining professional presentation at all times.
		• Follows health, safety, and sanitation guidelines for all products.
		• Handles all working material and equipment
		Handles guest problems and complaints.
		• Attend all regular departmental briefings and
			• **Working Hours:** 5 days /week, 44 hrs /week
			• **Employment Type:** Full-time
			• **Job Type:** Permanent
			• **Location:** 11 Canning Walk (S)178881

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		contribute to open communication within the assigned team. • Perform other duties pertinent to this job as assigned. **Communication & Working Relationships:** • Interact closely with customers and promotes an image of professionalism and gallantry at all time.	
Bellman	**Knowledge, Skills, and Experience:** • A minimum qualification in GCE O levels. • Independent and motivated individual with friendly personality • Knowledge – Be knowledgeable about Singapore and places for business travellers/ tourists. • Good knowledge of the Opera System. • Candidate must be able to work on rotational shift including weekends and public holidays. **Physical Requirements of the job:** • The job of the Bellman may require long working hours.	• As a Bellman, you are the first point of contact with our guests as they enter the hotel. • Your friendly personality will spark joy to our guests and make their welcome experience a truly experience one. • You are passionate to deliver true hospitality. • You are in the know and always ready to assist our guests, either with their baggage delivery or call for a transportation for them to explore Singapore. **Principal Accountabilities:** • Assisting guests with their luggage from the taxi/car/transportation. • Assisting arriving and departing guests by opening and closing car and taxi doors. • Be aware of daily arrivals and departures with emphasis on VIPs. • Communicating with different departments to welcome VIP guests.	• **Working Hours:** 5 days / week 44 hrs/ week • **Employment Type:** Full-time • **Job Type:** Permanent • **Location:** 11 Canning Walk (S)178881

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Assisting guests with the check-in/check-out process via the self-check in kiosks. • Guiding the guest through check-out process and answering basic billing enquiries. • Providing basic information of the room e.g. directions, room type and basic features. **Communication & Working Relationships:** • Interacts with different departments.	
Chef de Partie	**Knowledge, Skills, and Experience:** • Minimum 4 years of kitchen experience, at least 1 year as Demi Chef De Partie. • Understands oral and written instructions in English. • Handles multiple priorities and works under stress. • Maintains all international standards of health guidelines for food preparation and safety. • Passes all required job-related tests. • Ability to perform manual labor. **Physical Requirements of the job:** • Work involves moderate exposure to high temperatures, dust, fumes, smoke, and/or loud noises.	• The Chef De Partie is responsible for preparing all food products in relevant sections and making them ready for in-house service. **Principal Accountabilities:** • Prepares and ensures outstanding food quality, appearance, and consistency that adhere to restaurant's recipes and standards. • Completes assigned prep work and beautification duties in an efficient time frame. • Moves prepared food out of the prep area continuously. • Works together in a team-oriented environment to produce foods in a timely and orderly manner. • Assists in ensuring the accuracy and quality of received food products and other supplies as required for daily operations. • Keeps all workstations and equipment as clean as	• **Working Hours:** 5 days / week 44 hrs/ week • **Employment Type:** Full-time • **Job Type:** Permanent • **Location:** 11 Canning Walk (S)178881

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Moderate physical activity, such as handling objects up to 25 kilograms and standing or walking for more than 6 hours per day. • Work environment involves potential exposure to hazards or physical risks, which requires following basic safety precautions.	possible at all times. Follows a cleaning schedule for designated equipment and storage areas. • Keeps sanitation solutions up to Company codes at all times and ensures that all utensils, plate ware, glassware, storage containers, serving dishes, and equipment are always clean and sanitized. • Observes compliance with the company's policies and procedures, as well as, governmental laws and regulations. • Collaborates with Sous Chef to create new ideas for their sections. • Constantly develop skills and knowledge. • Perform other duties pertinent to this job as assigned. **Communication & Working Relationships:** • Communicate professionally with the supervisor in charge and subordinates while keeping a productive working environment.	
Commis Cook	**Knowledge, Skills, and Experience:** • Minimum 2-3 years of kitchen experience. • Understands oral and written instructions in English. • Handles multiple priorities and works under stress. • Maintains all international standards of health guidelines for	• The Commis Cook is responsible to assist in preparation of all sections and making them ready for the superiors. **Principal Accountabilities:** • Coordinates with Chefs to ensure correct quantities for bulk food preparation. • Cleaning, peeling, cutting of all food items according to the company's standards and	• **Working Hours:** 5 days / week 44 hrs /week • **Employment Type:** Full-time • **Job Type:** Permanent • **Location:** 11 Canning Walk (S)178881

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	food preparation and safety. • Passes all required job-related tests. • Ability to perform manual labor. **Physical Requirements of the job:** • Work involves moderate exposure to high temperatures, dust, fumes, smoke, and/or loud noises. • Moderate physical activity, such as handling objects up to 25 kilograms and standing or walking for more than 6 hours per day. • Work environment involves potential exposure to hazards or physical risks, which requires following basic safety precautions.	assuring efficient food service. • Follows recipes and cooking procedures precisely. • Ensures good quality and freshness of food items. • Ensures accurate storage of food by using label and day-dots. • Responsible for the proper cleaning and sanitary matters of working area and/or as delegated by the Head Chef. • Handles all working material and equipment correctly and keeps it well cleaned. • Reports all necessary repairs to his Superior. • Follows all statutory hygiene and safety requirements. • Perform other duties pertinent to this job as assigned. **Communication & Working Relationships:** • Communicate professionally with the supervisor in charge and subordinates while keeping a productive working environment.	
Demi Chef De Partie	**Knowledge, Skills, and Experience:** • Minimum 3-4 years of kitchen experience, previously worked in a fine dining concept. • Understands oral and written instructions in English. • Handles multiple priorities and works under stress. • Maintains all international standards of health guidelines for	• The Demi Chef is responsible for preparing all food products in all kitchen sections and making them ready for in-house service or dispatching to delivery. **Principal Accountabilities:** • Prepares and ensures outstanding food quality, appearance, and consistency that adhere to restaurant's recipes and standards.	• **Working Hours:** 5 days /week, 44 hrs /week • **Employment Type:** Full-time • **Job Type:** Permanent • **Location:** 11 Canning Walk (S)178881

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	food preparation and safety. • Passes all required job-related tests. • Ability to perform manual labor. **Physical Requirements of the job:** • Work involves moderate exposure to high temperatures, dust, fumes, smoke, and/or loud noises. • Moderate physical activity, such as handling objects up to 25 kilograms and standing or walking for more than 6 hours per day. • Work environment involves potential exposure to hazards or physical risks, which requires following basic safety precautions.	• Completes assigned prep work duties in an efficient time frame. • Support the Chef de Partie or Sous Chef in the daily operation and work. • Moves prepared food out of the prep area continuously. • Works together in a team-oriented environment to produce food in a timely and orderly manner. • Assists in ensuring the accuracy and quality of received food products and other supplies as required for daily operations. • Keeps all workstations and equipment as clean as possible at all times. Follows a cleaning schedule for designated equipment and storage areas. • Keeps sanitation solutions up to Company codes at all times and ensures that all utensils, plate ware, glassware, storage containers, serving dishes, and equipment are always clean and sanitized. • Observes compliance with the company's policies and procedures, as well as governmental laws and regulations. • Collaborates with CDP to create new ideas for their sections. • Constantly develop skills and knowledge. • Perform other duties pertinent to this job as assigned. **Communication & Working Relationships:**	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Communicate professionally with the supervisor in charge and subordinates while keeping a productive working environment.	
F&B Runner	**Knowledge, Skills, and Experience:** • Minimum 1 year of experience in similar positions in a high-volume, fine dining restaurant. • Good in English. • Good communications and interpersonal skills. • Customer oriented with a positive attitude and smiling face. • Cooperative and self-giving team player. • Ability and willingness to perform under stress. • Positive and high energy level. **Physical Requirements of the job:** • The job of the Runner may require: • Physical handling of products such as handling trays. • Covering different shifts and working during public holidays. • Stressful conditions. • Standing for long hours.	• The Runner is responsible for delivering the food from the kitchen to the customer tables, and clear tables. **Principal Accountabilities:** • Prompt, and courteous greetings of customers. • Continually bus tables throughout shift. • Reset tables as soon as the customers finish their meals. • Deliver food to customers on the table in an accurate and timely manner, ensuring orders are correct. • Ensure all guests receive positive and professional service to the highest standards to exceed the customer's expectations. • Follow sequence of service standards as per brand guidelines. • Maintain cleanliness and hygiene standards. • Ensure the cleanliness and refilling of condiment sets and napkin containers. • Keeps all workstations and equipment as clean as possible at all times. • Attend all regular departmental briefings and contribute to an open communication within the assigned team. • Perform other duties pertinent to this job as assigned.	• **Working Hours:** 5 days/ week, 44 hrs /week • **Employment Type:** Full-time • **Job Type:** Permanent • **Location:** 11 Canning Walk (S)178881, 168 Robinson Road (S)068912

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Communication & Working Relationships: • Interacts with customers and shows willingness to serve them with a pleasant attitude. • Communicate professionally with the supervisor in charge.	
F&B Station Captain	**Knowledge, Skills, and Experience:** • Minimum 1-2 years of experience in similar positions in a high-volume, high-end restaurant preferred. • Good in English. • Good communications and interpersonal skills. • Customer oriented with a positive attitude and smiling face. • Cooperative and self-giving team player. • Ability and willingness to perform under stress. • Positive and high energy level. **Physical Requirements of the job:** • The job of the Captain may require: • Physical handling of products such as handling trays. • Covering different shifts and working during public holidays. • Stressful conditions. • Standing for long hours.	• The Station Captain is responsible to provide high levels of customer service to all diners to ensure they have a memorable experience and return. **Principal Accountabilities:** • Knows and uses the service guidelines by the brand guideline. • Prompt, and courteous greeting of customers. • Deliver food to customers on the table in an accurate and timely manner. • Ensure all guests receive positive and professional service to the highest standards to exceed the customer's expectations. • Follow sequence of service standards as per brand guidelines. • Have a complete and thorough knowledge of all menu items in order to be able to describe and make suggestive selling to customers. • Ensure food quality and consistency is delivered at all times.	• **Working Hours:** 5 days / week 44 hrs /week • **Employment Type:** Full-time • **Job Type:** Permanent • **Location:** 11 Canning Walk (S)178881 168 Robinson Road (S)068912

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Manage the set up and close down of tables within section. • Ensure tables are turned around and ready with minimal delay. • Maintain cleanliness and hygiene standards. • Ensure the cleanliness and refilling of condiment sets and napkin containers. • Keeps all workstations and equipment as clean as possible at all times. • Attend all regular departmental briefings and contribute to an open communication within the assigned team. • Performs other duties pertinent to this job as assigned. **Communication & Working Relationships:** • Interacts with customers and shows willingness to serve them with a pleasant attitude. • Communicate professionally with the supervisor in charge.	
Hostess/ Host	**Knowledge, Skills, and Experience:** • Minimum 1-2 years of experience in similar position in hospitality industry, preferred but not limited to. • Good in English. • Good communications and interpersonal skills. • Basic computer skills (Recommended to have previous	• The Hostess / Host is responsible to greet customers and to ensure that all guests receive an amazing. **Principal Accountabilities:** • Greets guests, escorts them to tables, and provides menus. • Manage waiting list as per brand guidelines. • Offer appropriate seating arrangements.	• **Working Hours:** 5 days / week 44 hrs /week • **Employment Type:** Full-time • **Job Type:** Permanent • **Location:** 11 Canning Walk (S)178881

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	experience in restaurant software). • Customer oriented with a positive attitude and smiling face. • Friendly and approachable. • Cooperative and self-giving team player. • Ability and willingness to perform under stress. • Positive and high energy level. • A willingness to go the extra mile in ensuring guests' needs are met. • A huge passion for customer service and hospitality. **Physical Requirements of the job:** • The job of the Hostess / Host may require: • Covering different shifts and working during public holidays. • Stressful conditions. • Standing for long hours.	• Receive and record customers dining reservations. • Ensure all orders are filled in a timely and accurate manner. • Maintain clean and organized tables and work area. • Observe proper grooming and personal hygiene at all times. • Assist waiters and head waiters when needed. • Manage event related work including setting up tables of the restaurant. • Ensure all guests receive positive and professional service to the highest standards to exceed the customer's expectations. • Handles guest problems and complaints. • Attend all regular departmental briefings and contribute to an open communication within the assigned team. • Perform other duties pertinent to this job as assigned. **Communication & Working Relationships:** • Interacts with customers and shows willingness to serve them with a pleasant attitude. • Communicate professionally with the supervisor in charge.	168 Robinson Road (S)068912
Maintenance & Electrical Technician	**Knowledge, Skills, and Experience:** • Minimum Professional Certificate/ NiTEC/ Diploma in Engineering. • Minimum 2 years of proven working	• Reporting to the Senior Technician and Facilities Manager, the Technician assists in carrying out shift duty smoothly by repairing, maintaining and ensuring that all electrical and mechanical equipment	• **Working Hours:** 5 days /week, 44 hrs /week • **Employment Type:** Full-time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location

	experience in similar position.
	• Basic in English language.
	• Understanding of advanced principles of air conditioning, refrigeration, and heating.
	• Proficient in balancing air and water treatment systems in line with HVAC protocols.
	• Proficient in reading schematics and work plans.
	• Good written, verbal, and interpersonal skills.
	• Communication and project management skills.
	• Ability to work in confined spaces.
	• Positive and high energy level.
	• Highly cooperative team spirit.
	• Ability to work in a high stress, fast-paced environment.
	
	Physical Requirements of the job:
	• The job of the HVAC Technician may require:
	  • Attending the operations (after duty hours) in case of emergencies and should always be reachable by phone.
	  • Require to work rotating shift (day, afternoon, night).
		including lighting throughout the hotel are operating satisfactorily.
		
		Principal Accountabilities:
		• Assisting the Shift Engineer with the design of a preventative maintenance program.
		• Carrying out minor repairs at guest rooms or public areas.
		• Service and repair all electrical and mechanical equipment such as, but not limited to, motors, starters, switchgears, fittings, wiring, vacuum machines, all laundry, kitchen equipment, cables and all electrical machines throughout the hotel.
		• Carry out masonry works for all walls, beams, pillars and posts; cement floor traps, floor tiles, vinyl tiles, long bath grouting, pipe duct and staircases.
		• Clear all obstructions in sewer, waste pipe, soil channels and grease interceptor system.
		• Repair defective flushing system, toilet bowls, urinals, basins, vent pipes and air-conditioning waste pipes as well as service and clean all grease traps.
		• Assist other technicians to perform other jobs as required by Management within and outside hotel premises.
		
		Communication & Working Relationships:
			• **Job Type:** Permanent
			• **Location:** 11 Canning Walk (S)178881

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Long hours and working during public holidays. • Work in confined spaces. • It also necessitates some physical handling of products, including lifting and transportation.	• Coordinate with different departments to guarantee effective communication.	
Reservations & Communications Executive 💼	**Knowledge, Skills and Qualifications:** • At least 1-2 years of experience in a similar role within the hospitality industry, preferably in a luxury hotel setting. • Proficiency in English, including a strong understanding of grammar, composition, and vocabulary. • Excellent communication and interpersonal skills. • Basic computer skills, with prior experience in Opera software preferred. • Customer-focused with a positive attitude and a welcoming demeanour • Ability to perform well under pressure. • High energy level with a positive outlook. • A willingness to go above and beyond to meet guest expectations. • A genuine passion for customer service and hospitality.	• The Reservations & Communications Executive will efficiently handle guest and customer inquiries while maximizing revenue opportunities by managing reservations effectively. • Handle room reservations promptly and accurately through various channels, including phone, email, and online booking systems. • Maintain accurate and up-to-date records of all reservations, including guest preferences and special requests. • Manage group bookings, special requests, and VIP reservations, ensuring personalized service and attention to detail. • Deliver excellent customer service while ensuring productivity, efficiency, and accuracy in booking and handling reservations. • Assist with revenue management efforts by ensuring proper room allocation, monitoring occupancy levels, and suggesting adjustments to room rates based on demand and seasonality.	• **Working Hours:** 5 days / week 44 hrs /week • **Employment Type:** Full-time • **Job Type:** Permanent • **Location:** 11 Canning Walk (S)178881

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Handle incoming calls and reservations inquiries with professionalism and a friendly demeanor. • Process reservations efficiently and accurately using our reservation system. • Upsell and promote hotel packages and amenities to maximize guest experience. • Respond to guest inquiries via phone and email in a timely and courteous manner. • Maintain accurate records of reservations and guest information.	
Security Officer	**Knowledge, Skills, and Experience:** • Candidate must possess a valid Security License issued by the Police Licensing and Regulatory Department. • Minimum 1 years of relevant working experience in similar capacity in the hospitality industry. • Knowledge of fire safety and first aid would be an advantage. • Able to work shifts including weekends and public holidays. • Assist the Security Manager in problem solving with a can-do attitude. • Experience in Crisis Management and part of the Emergency Response Team. • Possess other relevant certifications such as	As a Security Officer, we rely on you to: • Responsible for maintaining adequate and effective security measures for the resort. • Ensuring maximum protection is given to the guests. • Ensure the resort and guest properties are safeguard against loss, damages and other untoward accidents. • Handle all incidents in a professional and timely manner. **Principal Accountabilities:** • Actively participate in the day-to-day security operations of the hotel to ensure the safety and security of all guests, employees and property. • Provide necessary assistance to guests and employees in a friendly and tactful manner.	• **Working Hours:** • 5 days / week 44 hrs /week • **Employment Type:** Full-time • **Job Type:** Permanent • **Location:** 11 Canning Walk (S)178881

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	CERT, OFA+AED added advantage. **Physical Requirements of the job:** • Long hours, covering different shifts and working during public holidays.	• Enforce the company policy and procedures relating to safety and security. • Responding to all incidents involving hotel guests and employees. • Keeps surveillance on potential criminals and activities and to maintain peace and order within the hotel premises and to take appropriate remedial action if necessary. • Conduct investigations and submit reports on incidents affecting guests and employees. • Carry out patrolling duties around and within the hotel compound. • Perform access control duties at the Security Office and managing of CCTV surveillance. • Managing of crowds and traffic controls during peak periods. • Respond to all emergency situations including fire alarms, medical assistance and emergency evacuation. • Carry out other duties as assigned by the Security Manager or Hotel Management. **Communication & Working Relationships:** • Communicates professionally with superiors and subordinates while keeping a productive working environment.	

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Assist the Security Manager in problem solving with a can-do attitude.	

#45 Tiger Brokers Singapore

Founded in 2014, Tiger Brokers is a leading global online broker.
We leverage next-generation technology to enable clients to trade a wide range of securities across multiple global markets and currencies. Through our flagship mobile trading app, Tiger Trade, clients can trade equities in The U.S., Hong Kong, Singapore, and Australia as well as futures, options, and funds.
Tiger Brokers has offices in Singapore, New York, Beijing, Auckland, and Sydney and has over 1000[1] employees. We presently hold brokerage licenses in Singapore, U.S., New Zealand, and Australia. In March 2019, Tiger Brokers was listed on NASDAQ with the ticker TIGR.
Tiger Brokers is backed by a prestigious group of shareholders, including Xiaomi, ZhenFund, and noted investor Jim Rogers. We have also been recognized for our innovative trading platform and have been named to KPMG's Fintech 100 and C.B. Insights' List of Unicorn Companies.
Tiger Brokers continues to grow rapidly, focusing on expanding our innovative investment platform and creating new links between global financial markets.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Financial Crime Compliance Associate 💼 ⭐	**Experience** • Fresh graduates are welcome; 0–2 years of experience in Financial Crime Compliance, AML/CFT, or regulatory compliance within the financial services industry (e.g. banking, securities, fintech, payments) is an advantage but not mandatory. • Basic understanding of AML/CFT concepts and financial crime risks. • Familiarity with MAS AML/CFT requirements	• Review client KYC documentation and support CDD/EDD review for retail and institutional accounts, including identity verification, source of funds/wealth information, and completeness checks, in accordance with AML/CFT policies and regulatory requirements. • Conduct review of transaction monitoring, trade surveillance, name screening, and share transfer alerts on a daily and monthly basis and escalate alerts with potential	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	and AML/CFT-related certifications (e.g. CAMS, ICA) is an advantage. Skills • Strong analytical and critical-thinking skills with attention to detail. • Ability to review documents and transactional information in a structured and methodical manner. • Willingness to learn investigation techniques and regulatory reporting requirements. **Education** • Bachelor's degree in Banking and Finance, Law, Business Administration, Accountancy, or a related discipline. **Communication** • Good written and verbal communication skills in English. • Proficiency in Mandarin is an advantage for reviewing client documentation and communicating with Mandarin-speaking stakeholders.	financial crime risks for further investigation. • Assist in the preparation of investigation summaries by gathering relevant information, transaction data, and supporting documents. • Support the preparation and filing of Suspicious Transaction Reports (STRs) on a timely matter. • Provide AML/CFT guidance to internal stakeholders on documentation requirements and standard onboarding or review processes. • Assist in the preparation of routine FCC management information including statistics on onboarding reviews, alerts, and escalations. • Participate in FCC training sessions and stay updated on internal AML/CFT policies, procedures, and regulatory updates relevant to assigned tasks. • Support ad-hoc FCC tasks, internal reviews, audits, and regulatory information requests as assigned.	
Growth Marketing Manager (Events Focus) 💼	• Minimum 1 year of experience in seminar/event planning, preferably in the financial services or investment industry. • Basic knowledge of financial products	• **Event Planning**: Plan, organize, and execute webinars, seminars, workshops, and educational events for clients and prospects. • **Partnership Management**: Identify and maintain relationships with industry	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	(equities, options, account types etc.). • Strong bilingual skills in Mandarin and English (both written and spoken). You are required to work closely with our stakeholders in China. • Excellent organizational skills, with the ability to manage multiple events and deadlines. • Strong interpersonal skills for liaising with clients, speakers, and internal stakeholders. • Agile mindset with the ability to pivot between different marketing functions as business needs evolve. • Candidates with CMFAS 1A/RES1A, CMFAS 2A/RES2A, CM-SIP/CM-CMP certificates will have added advantage.	speakers, affiliates, and corporate partners. • Work with internal teams to align themes and schedules with strategic objectives. • Suggest relevant seminar topics and design event series targeting specific segments. • Collect and analyze feedback to continuously improve event quality and relevance.	
Investment Representative 💼 ⭐	• Recognised university degree or polytechnic diploma in any discipline, preferably in Economics or Finance • Experience in a related industry will be an advantage • Completion of relevant CMFAS exams (Modules 1A, 2A, 5, 6 and 6A) are an added advantage.	• **Build and Grow Client Relationships:** Actively source and manage a portfolio of new and existing clients, providing expert insights on securities, futures, and other financial instruments. • **Execute Trades**: Leverage on Tiger Brokers' powerful trading app and platform, execute and manage orders, ensuring accuracy, speed, and adherence to risk management protocols. • **Market Analysis**: Stay on top of global financial markets, providing clients with timely	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		insights, market trends, and investment opportunities. • **Develop Customized Strategies**: Create tailored trading strategies and solutions based on clients' financial goals, risk appetite, and market conditions. • **Regulatory Compliance**: Maintain the highest ethical standards, ensuring compliance with MAS regulations, and company policies, and managing risks effectively.	

Market Analyst 💼	• MAS-licensed (e.g. CMFAS M5, M6, M6A, or M8 equivalent)
	• CFA charter holder (preferred)
	• At least 1 year of experience in equity or commodity research, investment writing, or public market commentary
	• Strong understanding of SGX and broader Asian markets
	• Experience in options trading and/or a good grasp of options trading strategies (preferred)
	• Excellent communication and presentation skills, including experience speaking to media or participating in public financial discussions
	• Skilled at simplifying complex market data into engaging and accurate insights for retail audiences
		• Provide timely and relevant market insights with a focus on:
		  • SGX-listed equities
		  • Asian stock markets
		  • Commodities (e.g. gold, oil, etc.)
		• Serve as the official market spokesperson for Tiger Brokers Singapore in media interviews, news commentary, and public appearances
		• Collaborate closely with the marketing and PR teams to create content across various formats (e.g. blog posts, social posts, newsletters, video scripts)
		• Represent the brand in media briefings, press interviews, webinars, and industry panels
		• Support marketing campaigns with up-to-date data, macro insights, and storytelling angles that resonate with retail audiences
		• Work alongside the compliance team to ensure all
			• **Working Hours:** 5 days / week
			• **Employment Type:** Full Time
			• **Job Type:** Permanent
			• **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Strong writing ability, especially for social media, editorial, and video scripting • Comfortable working in a fast-paced, cross-functional environment • Ability to communicate in both English and Mandarin as you are required to work closely with our stakeholders in our China office.	public-facing commentary meets MAS guidelines • Contribute regularly to internal and external thought leadership content	
Operations Executive – Corporate Action 💼	• We are looking for someone who has knowledge of End-to-End CA Event Notification process for Global Markets and minimally 1-3 years of processing experience, preferably in SG/AU/US/HK. • On top of the required technical skills, a basic knowledge of finance, trade life cycle, investment banking, and derivatives will be beneficial. • The ideal candidate should be flexible and is willing to learn all areas of operation. • He/She should able be highly productive, while maintaining a high rate of accuracy. • Being able to meet deadlines and be flexible to support peak volumes is needed as well. • Apart from being comfortable working independently and	• Processing of mandatory and voluntary events across global markets • Ensure daily activities are completed and internal guidelines are adhered to • Verifying of information with a secondary source like Bloomberg to ensure the accuracy of event details • Notify clients of Corporate Action events on a timely basis • Ensure voluntary instructions are submitted timely • Monitoring of corporate action events and ensure payments are posted on an accurate and timely basis • Communicating with relevant custodians and depository to resolve issues arising from Corporate Action • Perform daily reconciliation of cash and position breaks • Participate in process reviews and implement workflow improvements to streamline processes and manage operational risk • Attending queries from internal clients or stakeholders	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	under pressure, proficiency in English is a must, with knowledge of IDC, Bloomberg, and TKLS being a plus. • Proficiency in Mandarin is a must as he/she is required to work closely with stakeholders in our China office. • He/ She should able be able to work independently as well as be a team player.	• Regular review and update of procedure to ensure that it is up to date	
Operations Executive – Settlement & Transfer 💼	• We are looking for someone with at least 1 or 2 years of relevant experience in securities/derivatives settlements and transfer, including: trade pre-matching, fails management, settlements, and reconciliation. • Having experience working in back office/operations environment and familiarity in SGX clearing regulations rules and procedures is preferred. • The ideal candidate should possess basic knowledge of finance, trade life cycle, investment banking and derivatives. • Proficiency in English and Mandarin, as well as having good interpersonal communication skills is a must. You are required to work closely	• Monitoring trade status and follow up action with relevant stakeholders to ensure that all trades and transfers are settled promptly for multiple markets (US/HK/SGX/AU) • Handling of clearing and settlement of clients' trades in SGX • Management of fail trades – including chasing fails with c/party or investigating on internal system • Executing transfer of clients' position in and out, including cross-border transfers and follow up promptly with counterparty to ensure transfer are settled promptly. • Involvement in ad-hoc projects and liaising with technology teams for rollout or enhancements. • Liaising internally to resolve any non STP trade flow or other issues • Responsible for daily follow up with sub custodian for queries and resolution • Resolving daily reconciliation breaks relating to settlement and transfer	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	with our Chinese stakeholders based in China. • He/ She must be analytical in nature, able to take initiative, possess strong problem-solving skills and have a positive "can-do" attitude.	• Participate in process reviews and implement workflow improvements to streamline processes and manage operational risk • Attending queries from internal clients or stakeholders • Regular review and update of procedure to ensure that it is up to date	
Prestige Client Manager 💼	• Bachelor's degree or relevant coursework in finance, business, or a related field is preferred. • At least two-year experience of brokerage sales. • Excellent knowledge of financial markets. Candidates with proficiency in Mutual Funds, Structured Products & Bonds will have an added advantage. • Highly numerate and computer literate. • Proficiency in English, with excellent written and verbal communication skills. • Proficiency in Mandarin will have an added advantage as you are required to work closely with stakeholders in our China office.	• Maintaining relationships with new and existing clients, fully reflecting the high quality of the Tiger Prestige client proposition • Proactively seeking to introduce new clients to TBSG products and services • Managing accounts within a portfolio, maximising their overall value and retention • Maintaining a healthy pipeline of prospective businesses and proactively managing through the various sales stages through conversion • Proactively entertaining clients (and prospects) at various sporting and cultural events, which will include out-of-hours commitment on evenings and weekends	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** NA

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#46 Tower Transit Singapore

Tower Transit Singapore (TTS) is a public bus operator and the first to usher in Singapore government's bus contracting model in 2015. Today, it operates 60 public bus services and over 700 buses on behalf of Singapore's Land Transport Authority. TTS manages 7 bus interchanges and employs about 1,700 employees across two bus depots. TTS's vision is to be the most respected public transport operator in Singapore. It is part of the Kelsian Group, Australia's largest integrated land and marine, tourism and public transport service provider with operations in Singapore, the UK, the USA and across Australia.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Bus Captain ⭐	• Valid Certificate 4/4A driving license or Valid Certificate 3 driving license for SG/SGPR only • Valid Omnibus/Bus Driver's Vocational License (Company sponsor for suitable candidate without ODVL) • Secondary 2 education/WPL Level 3, or an equivalent • High standard of safe driving skills and behaviour • Demonstrated record of exceptional customer service, exhibiting compassion and empathy for people with disabilities. • Detailed knowledge of the "HOT" process and other security procedures and protocols; and • Professionally presented.	• Safe operation of the bus • Drive to the public timetable, not running early or late, unless driving conditions and safety considerations impact journey times • Communicate with the Operations Control Centre for instructions when there is a potential timing impact to journey times • Ensure the bus destination is correct for the journey being undertaken • Comply with bus ticketing procedures and ensure the correct operation of the bus • Ensure proper payment of bus fares • Provide a high standard of customer service at all times, positively influencing the customer experience • Assist passengers with information regarding journey options or factors that may influence their journey • Act in a friendly and professional manner to customers, other employees and members of the public • Be on the alert for anti-social behaviour or activities that may pose a risk to the security and safety of customers,	• **Working Hours:** 5.5 days / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 21 Bulim Drive (S)648170

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		employees and members of the public • Ensure adherence to company safety policies and procedures at all times, whilst in service and moving within the bus depot and interchanges. This includes (but is not limited to) observing speed limits, wearing a high visibility safety vest and completing a pre-service vehicle check before taking a bus into service • Ensure health, safety, security, welfare, environmental and fire safety arrangements policies and procedures are strictly adhered to • Report all accidents and incidents using the Company's reporting procedures; and • Comply with the rules governing driving hours and rest periods for bus captains and advise operations supervisors of any potential conflict with abiding by the respective legislation and EBA obligations.	
CFMS/ Service Controller ⭐	• This position involves shift work and work on weekends. You will be required to work such hours as deemed necessary to provide appropriate coverage. • Commercial awareness and an understanding of the LTA contract regime • Good geographical knowledge of the Singapore area	• Responsible for ensuring the safe, punctual and cost-effective delivery of services by managing the flow of bus captains and vehicles along the route. • Liaising with Bus Captains, Interchange Supervisors, Depot Supervisors and maintenance personnel to resolve issues and restore service levels. To ensure that the highest levels of service are provided to ensure a customer centric approach is	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 21 Bulim Drive (S)648170

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Excellent communications skills, both verbal and written. • Ability to effectively communicate over the phone and two-way radio to a culturally diverse workforce and community • Computer literate and the ability to be trained in a GPS real-time vehicle management environment such as the LTA CFMS system, and • Personal performance will be assessed including overall compliance with Excess Wait Time key performance indicators, efficient use of bus captains in managing issues with the services, on-time performance results, first and last bus key performance indicators and the instance of mileage not operated through missed, or curtailed trips.	taken when dealing with service irregularities. • Monitoring and controlling services to ensure punctuality, or service headways are maintained • Communicate with bus captains and Interchange Supervisors to enable them to effectively deliver a reliable and safe service to the customer • Communicating in a polite, professional and courteous manner at all times to employees and external parties • Manage on-road issues that potentially impact on service delivery • Maintain a close working relationship with response agencies such as fire and police • Responsible for reporting on punctuality concerns in relation to service issues • Continually liaise with supervisors, particularly the Interchange Supervisors and Depot Supervisors to ensure that services operate in accordance with timetabled instructions • Ensuring that the first and last services on all routes run to the scheduled timetable • Dealing with Major Incidents and Security Issues in accordance with the respective procedures • Responsible for building a strong working relationship with the maintenance team to ensure effective change overs	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		in relation to vehicle breakdowns • Undertake any additional duties as requested by the CFMS Manager, and • Undertake any training and development activities as requested by the CFMS Manager.	
Facilities Executive 💼	• Possess a technical Diploma with relevant years of experience. • Computer literate with a broad knowledge of a range of software products. • Organisational skills with strong administration skills. • Excellent verbal and written communication skills. • Self-motivated with the ability to work on initiative and minimal supervision • Excellent planning and organisational skills are essential as are excellent written and verbal communication skills and the proficient use of all Microsoft packages and databases including Word and Excel. • Experience in Facilities Management, especially dealing with contractors and government agencies, would be an advantage.	• This role is responsible for overseeing and managing the housing arrangements for employees, as well as maintaining the overall facilities. • This role ensures that both accommodation and facilities meet all standards and requirements, coordinating with various stakeholders, and providing support to employees to ensure their housing and facility needs are met efficiently and effectively. • While the role primarily involves administrative support, there will be the opportunity to develop practical knowledge and skills across the Facility Management spectrum. • Management of Company's rental properties and coordinating the maintenance of the properties by liaising with employee(s), property agent(s) and contractor(s), • Administer all tenancy agreements/ contract agreements for the accommodation units with the landlords and/ or the landlords' appointed agent and ensuring compliance. • Liaising with property agent(s) for sourcing of rental	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 21 Bulim Drive (S)648170

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		properties as and when required • Able to read and write in mandarin to communicate with mandarin-speaking audiences that may include bus captains, as well as suppliers / contractors. • Perform monthly visits to properties managed by Tower Transit Singapore to conduct surprise checks on facilities, as well as employee well-being, which might be conducted after-hours. • Attending to employee's enquiries and reporting regarding property management • Assist in supplier management to ensure optimal performance • Track 52 weeks maintenance schedule and service scope under operators annual work plan • Perform operation maintenance inspection and document findings, including company rental properties. • Proactively support the Facilities Manager in ensuring all Tower Transit locations, buildings and assets are safe, suitable and fit for purposes. • Assist the Facilities Manager in maintaining all systems, records and documentation setting up an effective filing system that is logical and easy to use, both manual and electronic systems • Assist the Facilities Manager in compiling FM Key Performance Indicators (KPI's) and statistics	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Maintain the company's Asset Management System (Freeway) to ensure that routine maintenance/maintenance takes place on or before the due dates • Use the purchasing system (Freeway) to raise Purchase Orders for authorisation and generate spend reports. Full training on Freeway will be provided. • Assist the Facilities Manager with any corrective maintenance works that is required - this may include arranging minor work and explaining the rationale and associated costs of such works to the Facilities Manager. • To support the Facilities Manager in ensuring our facilities management system is updated with recent developments • Coordinate the timely maintenance of our facilities management system • Assist the Facilities Manager with the minutes of meeting, reports, tender invitation, RFQ and to document processes or standard operating procedure. • To support the Facilities Manager in coordinating procurement invites and sourcing requirement. • Assist the Facilities Manager with practical aspects of the jobs to be in a position to provide support to the business	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Build effective relationships with internal teams and suppliers to ensure works are completed in a safe and satisfactory manner. • Assist Facilities Manager in liaising and supervisor of contractors' work. • To undertake any Ad-Hoc activities at the request of your Line Manager.	

Interchange Supervisor ⭐	• This position involves shift work and work on weekends.
	• You will be required to work such hours as deemed necessary to provide appropriate coverage.
	• Commercial awareness and understanding of the LTA contract regime
	• Good geographical knowledge of the Singapore area
	• It is essential that you are PC literate and able to use Word, Excel and email, it would be desirable to have experience of the Grampian GUI allocation system.
	• Must have a working knowledge of Part IV of the Employment Act.
	• Attention to detail is imperative.
	• It is essential that you are able to forward plan to ensure operational cover is achieved.
	• Excellent communications skills, both verbal and written.
		• Responsible for ensuring a safe, punctual, reliable and cost-effective delivery of services by:
		  • Managing the allocations of duty cards and information to Drivers to ensure they leave the interchange on time to commence in service
		  • Managing the flow of drivers and vehicles along Tower Transit Operated routes through liaison with CFMS Controllers on duty
		  • Identifying and communicating issues with schedules, allocations, specific drivers, and/or vehicles
		  • Ensuring the safe movement of vehicles and pedestrians within the interchange whilst at all times having regard for the company safety policies
		  • Forward planning on-the-day service requirements through to end-of-day.
		  • Undertaking a variety of Administration duties in line with the business requirements.
			• **Working Hours:** 5 days / week
			• **Employment Type:** Full Time
			• **Job Type:** Permanent
			• **Location:** 21 Bulim Drive (S)648170

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Driver communication and liaison is imperative to ensure success in this role, and you must demonstrate that you can efficiently liaise with Drivers in a polite and professional manner. • Organisation skills are essential for you to be able to succeed in this role • Your measures for performance will include Driver efficiencies and costs as well as punctuality, lost mileage and uniform standards and other Driver-related performance measures.	• Responsible for overseeing all driver reporting and daily driver contact at the interchange. • Responsible for ensuring on the day cover is in place ensuring any absences/vacant duties are fully covered. • Responsible for ensuring that drivers absences are accurately recorded and notify the Staff Managers of any staff who have not reported absent and have failed to report for duty. • Responsible for the prompt allocation of duty (including cards and vehicles) to ensure that drivers are ready to leave on time, record any issues of lateness and reasons for delay in service and if any mileage is subsequently lost. • Responsible for ensuring the interchange is a safe environment at all times and that vehicles maintain the standards expected of the LTA. • Responsible for liaising with CFMS Controllers to ensure that services are effective and efficient. • Responsible for communicating with customers and offering help, advice and guidance as applicable. • Responsible for responding to any customer enquiries which may include complaints, take responsibility for dealing with and resolving the complaint. • Responsible for logging any lost property and for dealing with any customer enquiries	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		relating to lost property. If possible, identify and contact owners of any lost property. • If necessary, take control of any emergency situations that may arise within the interchange, particularly if you are the site-responsible person. • Responsible for ensuring a full and effective handover and coordination across shifts. • Responsible for assisting Managers in tracing Drivers in relation to any incidents that occur and ensuring where necessary a timely request for CCTV footage. • To undertake any additional reasonable duties at the request of your Line Manager. • To undertake any training and development activities at the request of your Line Manager.	
Service Ambassador ⭐	• Be able to demonstrate a good track record of customer service, demonstrate compassion and empathy for persons with disabilities. • Excellent communication skills and the ability to effectively communicate with visitors and employees whose first language is not English. • Be well presented and be seen as an ambassador for the Company. • Trained in conflict resolution.	• Facilitate crowd control and service operations. • Engage in customer interaction, provide a high standard of customer service at all times. • Assist Bus Captains with boarding of passengers at bus stops and bus interchanges. • Assist with management of vehicular and passenger traffic flows at bus stops, within bus interchanges and other locations as required. • Ensure that Company policies and procedures are strictly followed. • Provide a high standard of customer service at all times. • Communicate with customers and offer help, advice and guidance as applicable.	• **Working Hours:** 5 days / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 21 Bulim Drive (S)648170

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Respond to any customer enquiries which may include complaints, take responsibility for dealing with and resolving the complaint. • Act in a friendly and professional manner to employees, customers and members of the public. • Provide management of passenger flows at bus stops and within bus interchanges including crowd control where necessary. • Assist Bus Captains with boarding of passengers including facilitation of rear door boarding. • Provide directions to passengers and assist with resource deployment during provision of Bus Bridging. • Undertake any additional reasonable duties at the request of your IS.	
Vehicle Technician 💼	• Flexibility of working hours is essential as shift and weekend are a feature of this role. • Hold the relevant trades certificates for the functions undertaken within the position. Minimally possess a NITEC in Automotive Technology, Mechatronics or equivalent. • An engineering awareness and familiarity with vehicle component parts • Experience using computer-based inventory systems	• Work within a team of skilled technicians to provide serviceable vehicles to ensure that service delivery standards are met, whilst maintaining vehicles to the service standards required to comply with the Company's policies and procedures, as well as legislative and LTA contractual obligations. • Responsible for maximising personal performance by working efficiently and effectively which should achieve a minimum of four vehicle inspections in a working day – allowing approximately two hours for each inspection	• **Working Hours:** 5.5 days / week • **Employment Type:** Full Time • **Job Type:** Permanent • **Location:** 21 Bulim Drive (S)648170

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	• Hold and retain a valid forklift operator license, • Possess a valid Class 4A / 4 / 5 Driving license - if not, will be required to obtain within 12 months of commencing employment in the position	• Ensure a 'right first time' approach to maintenance, remaining flexible and adaptable to the changing maintenance demands • Deliver a high standard of vehicle repairs in accordance with the approved service regimes and work instructions • Carry out the duties allocated by the Workshop Planning Manager and Engineering Supervisors ensuring that the required work is undertaken within the specified timelines • Diagnosing any possible faults with the vehicles and determining the best and most effective solutions for repair and maintenance • Remain up to date with the changing technologies of the fleet and attend the relevant courses when necessary • Proactively contributes to the team performance to ensure that vehicles are maintained to highest standards • Respond to Operations Control requests to attend to on-road repairs • Undertake first-line maintenance of the CFMS and BTS equipment in accordance with the relevant maintenance schedule • Responsible for correctly booking out any parts required to carry out maintenance • Ensure that parts are used in a cost-effective manner and identify any areas of concern to the Engineering Supervisor • Communicate effectively with the Operations Supervisors,	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Bus Captains and the Engineering Team to deliver a reliable maintenance service • Adhere to the Company Health and Safety procedures in relation to working in the Engineering department • Ensure that the correct PPE is worn at all times and that safety equipment is used when working with machinery • Train other employees in engineering procedures and processes as to a level of competency, including trainees/apprentices. • Undertake any additional reasonable duties as requested by the Engineering Supervisor and Workshop Planning Manager. • Undertake any training and development activities as requested by the Engineering Supervisor or Workshop Planning Manager. • Maintain good housekeeping, safety and security of workshop and work areas. • Ensure compliance with all workshop procedures, safe work practices and work instructions. • Mentor and supervise assigned staff under your charge. • Ensure Zero Industrial accidents and compliance to all statutory and or government regulations.	

#47 Varel Singapore

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Guest Experience Ambassador ⭐	• Min 2 years of relevant customer/guest service experience, from a hotel	• Handle guests check in/out, enquiries and requests	• **Working Hours:** 5 days /week, 44 hrs / week • **Employment Type:** Full Time • **Location:** 189 Selegie Road (S)188332
Handyman (PT)	• Min 5 years of handyman experience in general repairs, including painting	• Repairs • Painting • Handy works • Labour work	• **Working Hours:** 5 days /week, 44 hrs / week • **Employment Type:** Part Time • **Location:**189 Selegie Road (S)188332
Housekeeping Attendant ⭐	• Min 1-year relevant experience, preferably in a hotel	• Cleaning and maintenance of guest rooms	• **Working Hours:** 5 days /week, 44 hrs / week • **Employment Type:** Full Time • **Location:** 189 Selegie Road (S)188332
Housekeeping Supervisor 💼	• Min 5 years relevant experience, with 2 years of Supervisory background, in a hotel	• Supervising Housekeeping Attendants • Cleaning and maintenance of guest rooms • Plan rosters	• **Working Hours:** 5 days /week, 44 hrs / week • **Employment Type:** Full Time • **Location:** 189 Selegie

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
			Road (S)188332

#48 WSH Experts

From quality outsourcing to logistics solutions, there is nothing that WSH Experts cannot bring to your table. With the ever growing need to mobilize businesses and make them accessible to everyone around the world, it is important to upgrade from the traditional way of carrying out jobs and performing tasks which is why we bring you a range of services that help you make efficient decisions in a short span of time.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Airport Baggage Handler		• Safely load and unload passengers' baggage from aircraft cargo holds, baggage carts, and conveyor belts etc.	• **Employment Type:** Full Time **Location:** 33 Pasir Ris Drive (S)081943

Building Inspector 💼	• Diploma in any engineering field
	• Certified Fire Safety Manager
	• Must have own transport
		• To carry out inspection of client properties including returned properties and all follow-up actions to monitor and report compliance with requirements provided by client.
		• Non-compliance with statutory requirements, e.g.
		  • Unapproved building works and any additions/alterations,
		  • Fire Safety Hazards
		  • Unapproved usage or change of usage of premises,
		  • Illegal activities on premises
		  • Unapproved worker's dormitory
		  • Unapproved sales of diesel
		  • Unapproved subletting
		  • Encroachment
		  • Poor Maintenance/ Housekeeping
			• **Working Hours:** 5 days / week 8:30am – 6pm
			• **Employment Type:** Full Time
			• **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Unauthorised reclamation • The Works also include verification of gross floor area (GFA) and monitoring the reinstatement works of the return properties to Client's satisfaction. **The works of the Contractor shall include:** • Make arrangement with companies and carry out inspection of their premises • Identify issues and raise concerns relating to non-compliance with statutory and Client requirements; and • Follow up with reinstatement works for return properties and rectification of breaches for all properties.	
Call Centre Operator	• Able to do shift work	• To manage feedback received on alleged TCASA offences via specific hotlines and email addresses etc.	• **Employment Type:** Full Time • **Location:** 8 Cleantech Loop (S)637145
Class 3 Driver	• Shift work	• Drive the provided Baggage tractor or lorry inside the Terminals • Need to drive the truck to transfer the Baggage for the Transit Flight between the Terminals • Proper Handover of vehicles	• **Working Hours:** 5 days / week 8am – 8pm • **Employment Type:** Full Time • **Location:** Changi Airport (S)819643
Class 4 Driver	• Shift work	• Drive and operate the Molly Buses to and from designated destinations punctually and according to the daily schedule specified by the NLB.	• **Working Hours:** 5 days / week 8am – 8pm • **Employment Type:**

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Drive the Molly buses back to Assigned Parking Location at the end of the day and ensure proper parking at designated parking area at all times. • Safely and securely lock the Molly Buses when they are not in use. • General Library Operations Support • Conduct Routine check on the Buses • Maintain Logbook • Daily Up to 3 Sites per day • Molly buses are currently parked at Jurong Regional located at 21 Jurong East central 1	Full Time • **Location:** NA
Cleaners	• Shift work	• Maintain the general cleanliness of the school and equipment • Assist in performing security-related duties • Assist in providing logistical support for all school-based activities/ functions till end, including transporting and arrangement of furniture and equipment • Assist in the daily operations of the school such as accompanying vendors or term contractors to ensure that work/services are delivered • Any other duties as assigned by the school	• **Working Hours:** 5 days / week 7am – 3pm • **Employment Type:** Full Time • **Location:** NA
Enforcement Officer	• Shift work	• Attend to feedback/complaints/tip offs on Tobacco related offences and work assigned by the Authority • Conducting observations, patrols and Enforcement activities	• **Working Hours:** 4 days / week 10am –10pm, 10pm – 10am • **Employment Type:** Full Time

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Conducting raids and operations under appropriate supervision of the Authority officers. • Other consecutive documentation works related to the job assigned and other job instructed by the authority	• **Location:** 8 Cleantech Loop (S)637145
Equipment Operator	• Shift work	• Drive the provided Baggage tractor or lorry inside the Terminals • Need to drive the truck to transfer the Baggage for the Transit Flight between the Terminals • Proper Handover of vehicles	• **Working Hours:** 5 days / week, 7:30am – 4.30pm, 8am – 5pm • **Employment Type:** Full Time • **Location:** NA
Helpdesk Support Officer	• Experience preferred	a) Incident and Problem Management: **1. Application Support** • Install other 3-party applications upon request • Fault reporting: CCIS web case assignments and Tebs i-Track ticketing, BC Ticketing, HRiQ Ticketing, etc. • Making support requests to issues related to Microsoft Office 365 platform. • Microsoft Office Apps Issues, e.g. OneDrive access issues, etc. • Escalation to L2 Support. **2. General Support** • Fault reporting: Laptop, Printer, Keyboard, Mouse, Headset, etc. • Printer Related Support: Install, Configure, Escalate to Vendor. • Monthly Random Laptop Checks	• **Working Hours:** 5.5 days / week, 8.30am – 6pm • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• User Administration: Staff On-boarding, Staff Off-boarding, Password Reset, Group email, Microsoft Admin Portal, Entra Admin Center, Intune, Azure AD, etc. • Corporate SIM Card assignment, maintain Mobile number listing. **3. Network Support** • Fault reporting: VPN, Internet Connection • Fortigate Maintenance and Support, e.g. Firmware upgrade, Policy settings, Virtual Private Network (VPN) Password reset and token issuance, domain blacklisting and whitelisting, etc. • Meraki Device Admin, device whitelisting, blacklisting, etc. • Sophos Central Admin, Device and user group assignment, etc. • Ruckus Admin, reset Ruckus APs, adjust settings, etc. • Cisco Email System support, e.g. Blacklist or whitelist domain, Email tracing, Email policies settings, etc. **4. Cybersecurity Support** • Send Staff Advisory • Create KnowBe4 User • Daily Firewall Security Checks • Daily Sign-In Checks **5. 3CX Support** b) Asset Management: • Asset Issuance, Loan Issuance, Track and maintain asset listings. • To assist in stock-taking exercise, if required.	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		• Hardware vendor liaising and coordination for Return Merchandise Authorization (RMA) and Warranty.	
ICT Trainer		• Conduct ICT-based, customised training workshop for students and teachers, post training surveys, compile students' work • Trainer in charge of Robotics Club • Administrator for other ICT-based systems not under MOE • Manage and upkeep the school's website • Assist in providing the Audio-Visual Technical support for school events and activities • Involve in daily assembly, videography, photo taking, video editing during school events, posters/brochures designing and stocktaking, etc. • Assist HOD Ed Tech in ICT/AV-related administrative, operational and project management duties when necessary such as inventory checks, loaning process, fault reporting matters and service request.	• **Working Hours:** 5 days / week 8:30am – 6pm • **Employment Type:** Full Time • **Location:** NA
Operation Executive – Bus Depot	• Shift work	• Use the Scanner to Scan the Bus and Top up Diesel to the Bus • Note down the Bus number in the Given sheet **Demounting :** • Use the scanner to scan the bus registration number/Demount and scan loaded coin boxes with security tie seal/Bring the loaded coin boxes to duty	• **Working Hours:** 3 days / week 6pm – 2am • **Employment Type:** Full Time • **Location:** Hougang

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		operation personnel for sealing of the coin boxes with security tie seal/Load sealed coin boxes onto trolley.	
Part-Time Warden	• Able to work weekends	• Opening & closing the sports facility Gate @ School • Checking registered player entry • Take the meter reading before and after the session • Ensure the cleanliness after dismissal	• **Working Hours:** 2 days / week 3pm – 9pm, 9am - 9pm • **Employment Type:** Part Time • **Location:** NA
Recruitment Executive	• 5 Day work week	• Manages the complete hiring cycle for an organization, including developing recruitment strategies, sourcing and screening candidates via various channels, coordinating interviews, extending job offers, and maintaining relationships with hiring managers and potential applicants	• **Working Hours:** 5 days / week 8.30am – 6pm • **Employment Type:** Full Time • **Location:** 80 Bendemeer Road (S)339949
Resident Technical Officer (RTO) 💼	• Shift work	• Co-ordinate and liaise between the Board and the Project Contractor. • The RTO shall also collaborate with and be responsible for the co-ordination of the services to be provided by the other specialists engaged by the Project Contractors, and such other consultants as may be appointed by the Board from time to time etc.	• **Working Hours:** 8am- 8pm, Shift work • **Employment Type:** Full Time • **Location:** Changi Airport (S)819643
Service Ambassador	• Shift work	• Provide directional guidance to visitors • Assist with the use of self-help kiosks and • Address queries related to cremation and ash collection	• **Working Hours:** 5 days / week 8am – 8pm • **Employment Type:** Full Time • **Location:** NA

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Workplace Safety Health Officer		• Carry out the duties of WSHO and daily inspection, recommendation and report submission • Share with the Safety Committee on updates, incidents and any new rules from the MOM • Track, plan, schedule and conduct safety-related trainings for the client and contractor staff • Plan, coordinate, and conduct safety inspections and emergency drills for the location • Develop Emergency Preparedness and Response Plans and refine plans to cover risks. • Plan and conduct an internal WSH Audit and review on the Safety and Health Management System • Recommend safety improvement measures and draft contract requirements for safety improvements • Carry out the duties as listed in the Fire Safety (Fire Safety Managers) Regulations. • Carry out a fire risk assessment, including the identification and control of hazardous materials • Plan and carry out a tabletop exercise as and when instructed by the client • Plan an annual firefighting exercise with SCDF and conduct fire evacuation exercises Plan annual firefighting exercise with SCDF and conduct fire evacuation exercises for the premises	• **Working Hours:** 5 days / week 8.30am – 6pm • **Employment Type:** Full Time • **Location:** NA

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#49 Yonyou (Singapore)

Yonyou is the leading enterprise management software and cloud service provider in APAC region with over 6.5 million customers. We specialize in the research, development and provision of software and solutions such as ERP, Project Management, Financial Management, Supply Chain Management (SCM), CRM and HR management for companies of different sizes and industries. Yonyou (formerly known as "UFIDA") was founded in 1988 and listed on the Shanghai Stock Exchange in 2001 (SSE: 600588). Our network of 230 offices spans across the globe with 25,000 employees.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Enterprise Sales Manager (ERP) 💼	• At least 3 years of experience in business applications or cloud solutions; ERP experience is a plus. • Passionate about engaging customers and delivering exceptional service. • Results-driven, with proven ability to manage client and partner relationships effectively. • Strong problem-solving skills in sales environments, with expertise in qualifying and closing opportunities. • Preferred skills include creativity, coordination, interpersonal communication, and business analysis. • Be able to go on business trips in the SEA • Good command of English and Chinese to communicate and present with customers.	• Drive new business development through market research, strategic partnerships, and lead generation activities. • Build and manage a robust sales pipeline to achieve sales targets. • Understand customer needs and present tailored Yonyou ERP solutions. • Collaborate with pre-sales and internal teams to deliver customer-centric solutions. • Foster strong client relationships and ensure customer satisfaction. • Report on sales performance and contribute to business strategy planning.	• **Working Hours:** 5 days /week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 8 Temasek Boulevard (S)38988
ERP Project Manager 💼	• Bachelor's degree in Information Technology, Accounting, Business, or related fields. • 3 years of experience in cloud-based enterprise	**Project Planning and Coordination:** • Develop and manage detailed project plans, including scope, schedule, and resources.	• **Working Hours:** 5 days /week, 9am – 6pm

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	applications and understanding of SaaS/PaaS/cloud architecture fundamentals • Strong domain knowledge in multiple business areas such as HR, finance and accounting, supply chain, manufacturing, or construction. • Bilingual proficiency in English and Chinese to manage communication with Chinese-speaking clients and regional stakeholders. • Strong analytical skills, structured problem-solving abilities, and the ability to work independently. • Excellent communication, presentation, planning, and coordination skills. • Responsible, resourceful, proactive, and able to manage multiple priorities. • Experience delivering user training or workshops is preferred.	• Coordinate with various stakeholders, including clients, team members, and vendors. • Ensure that project milestones are met on time and within budget. **Stakeholder Management:** • Act as the primary point of contact between the client and the project team. • Gather and analyze requirements from stakeholders to ensure the solution meets their needs. • Manage expectations and communicate progress regularly to all stakeholders. **Risk Management:** • Identify potential risks and develop mitigation strategies. • Monitor and address any issues or changes that could impact the project's success. • Implement contingency plans as needed to handle unforeseen challenges. **Quality Assurance:** • Ensure that the Yonyou solution meets quality standards and business requirements. • Oversee testing phases to ensure functionality, performance, and user acceptance. • Implement best practices and industry standards in project execution.	• **Employment Type:** Full Time • **Location:** 8 Temasek Boulevard (S)38988

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		Change Management: • Manage changes to project scope, schedule, and resources. • Facilitate communication and training for end-users to ensure smooth adoption of the Yonyou system. • Address any resistance to change and ensure that the transition is as seamless as possible. **Documentation and Reporting:** • Maintain comprehensive project documentation, including plans, reports, and meeting notes. • Prepare and present project status reports to stakeholders and senior management. • Document lessons learned and best practices for future projects. **Compliance and Governance:** • Ensure that the project complies with organizational policies and regulatory requirements. • Implement and enforce governance structures and practices to maintain project integrity.	
Finance Presales Consultant 💼	• Bachelor's degree in Information Technology, Accountancy, Automation and Business Administration • 3 years of experience in the implementation and support of business applications and cloud solutions • Good command of one business knowledge,	• Support key regional market industries, clients, and project opportunities by developing and iterating high-value digital consulting and solutions. • Promote the value of digital transformation solutions, product solutions, and customer success practices to large enterprises through	• **Working Hours:** 5 days /week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 8 Temasek

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	including accounting, supply chain, manufacturing, or construction industry • Experience in ERP solutions (Sage, SAP, Oracle, Netsuite, Microsoft Navision, Workday) will be advantageous • Fluency in Chinese to liaise with Chinese-speaking counterparts; additional language skills are a plus • Must be located in Singapore and willing to have business travel.	both online and offline channels. • Provide comprehensive digital consulting and solutions to clients across all sectors, participating in project tracking, bidding processes, and following through to project signing. • Offer support for project requirements and blueprint solutions before projects enter the delivery phase. • Conduct training sessions and empower regional customer managers, pre-sales consultants, and implementation consultants.	Boulevard (S)38988
Senior ERP Finance Consultant 💼	• Bachelor's degree in Information Technology, Accounting, Business, or related fields. • 3 years of experience in cloud-based enterprise applications and understanding of SaaS/PaaS/cloud architecture fundamentals • Strong domain knowledge in multiple business areas such as HR, finance and accounting, supply chain, manufacturing, or construction. • Bilingual proficiency in English and Chinese to manage communication with Chinese-speaking clients and regional stakeholders. • Strong analytical skills, structured problem-solving abilities, and the	• Deliver end-to-end implementation services for Yonyou ERP and cloud solutions, including business requirement study, business blueprinting, system configuration, functional testing, user training, and documentation. • As a Project Manager, monitor and control project progress to ensure timely and successful delivery according to project plans. • Provide technical and functional pre-sales support, including solution demonstrations and product presentations. • Analyse, troubleshoot, and resolve system issues; propose corrective actions and perform testing to ensure system stability and operational efficiency. • Conduct knowledge transfer and training sessions for key users and end-users.	• **Working Hours:** 5 days /week, 9am – 6pm • **Employment Type:** Full Time • **Location:** 8 Temasek Boulevard (S)38988

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	ability to work independently. • Excellent communication, presentation, planning, and coordination skills. • Responsible, resourceful, proactive, and able to manage multiple priorities. • Experience delivering user training or workshops is preferred.	• Collaborate with regional project teams and engage directly with clients and headquarters to ensure alignment of processes and technical requirements. • Receive structured training on Yonyou products, industry best practices, project methodologies, and cloud ERP innovations. • Support overseas project delivery across Southeast Asia when required.	

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e2i Services

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https://e2i.sg/cg-cp123?r=qr

Discover our Services at a Centre Near You

e2i Career Centre (DNI)
Devan Nair Institute for Employment and Employability
80 Jurong East St 21 Level 2
Singapore 609607

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

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

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

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