

e2i Skills & Career Fair

@ Potong Pasir

18 September 2025

JOB LISTING BOOKLET









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

About e2i (Employment and Employability Institute)

















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








Participating Companies

















[Click on the specific role to view more details]

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#1 AMARA HOTELS & RESORT

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Assistant Housekeeper	<ul style="list-style-type: none"> • Guest oriented and detailed focused. • Able to work on shifts, weekends and public holidays. 	<ul style="list-style-type: none"> • Assist housekeeping in overseeing daily housekeeping operations. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - Rotating Shifts • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Larkhill Road
Assistant Restaurant Manager 	<ul style="list-style-type: none"> • Good communications and interpersonal skills 	<ul style="list-style-type: none"> • Ensure smooth daily operations in the restaurant & bar 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - Rotating Shifts • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Larkhill Road
Banquet Operations Executive 	<ul style="list-style-type: none"> • Good communications and interpersonal skills 	<ul style="list-style-type: none"> • Oversee Banquet operations to ensure high quality of food and service delivered to guests at functions in accordance with the Hotel standards. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - Rotating Shifts • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Larkhill Road
Banquet Operations Manager 	<ul style="list-style-type: none"> • Minimum 3 years of F&B experience with strong background in banquet operations. • Service orientated with an eye for details. 	<ul style="list-style-type: none"> • Oversee and manage the hosting of banquets to provide excellent guests experience. • Ensure daily administration and operations requirements 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - Rotating Shifts • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type:

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Able to work on shifts, weekends and public holidays. 	of the banquet department.	<ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 1 Larkhill Road
Chef De Partie (Local cuisine)	<ul style="list-style-type: none"> Good communications and interpersonal skills 	<ul style="list-style-type: none"> Ensure that all menu dishes of highest quality are prepared 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> Rotating Shifts Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 1 Larkhill Road
Guest Service Executive 	<ul style="list-style-type: none"> Experience in customer service preferred 	<ul style="list-style-type: none"> Greet guests warmly and perform registration procedures. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> Rotating Shifts Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 1 Larkhill Road
Guest Service Manager 	<ul style="list-style-type: none"> Minimum 3 years of experience in similar capacity 	<ul style="list-style-type: none"> Responsible for managing guest relations and supporting the Guest Service Team in offering the highest level of service to hotel guests ensuring pleasant and enjoyable experiences 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> Rotating Shifts Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 1 Larkhill Road
HR Executive 	<ul style="list-style-type: none"> Excellent interpersonal and communication skills. Minimum 2 years of experience in similar capacity 	<ul style="list-style-type: none"> Support the Human Resource Manager in full spectrum of Human Resource function. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> Fixed Shifts Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location:

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
			- 1 Larkhill Road
M&E Technician 	<ul style="list-style-type: none"> • Skilled and knowledgeable in M&E maintenance and is able to troubleshoot M&E 	<ul style="list-style-type: none"> • Perform preventive maintenance program on hotel M&E equipment, including plumbing/sanitary system to standard 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - Rotating Shifts • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 165 Tanjong Pagar Road
Marcom Executive 	<ul style="list-style-type: none"> • Strong passion for social media and storytelling. • Proficiency in photo and video editing software (e.g., Adobe Suite, Canva, Final Cut Pro). • A good eye for design, aesthetics, and visual storytelling. • Experience in photography, videography, and managing social media platforms 	<ul style="list-style-type: none"> • Driving brand growth and engagement through creative storytelling and visually compelling content. Passion for social media, photography, videography, and content creation will be essential in shaping and executing strategies that enhance our online presence, engage our audience, and support overall marketing objectives. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - Fixed Shifts • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Larkhill Road
Public Attendant	<ul style="list-style-type: none"> • Able to work on shifts, weekends and public holidays. 	<ul style="list-style-type: none"> • Maintain cleanliness of the resort in accordance with procedures & guidelines. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - Rotating Shifts • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Larkhill Road
Restaurant Executive 	<ul style="list-style-type: none"> • Service-oriented with excellent interpersonal and communication skills. 	<ul style="list-style-type: none"> • Assist in supervision of daily operations of the outlet. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - Rotating Shifts

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Able to work on shifts, weekends and public holidays. 	<ul style="list-style-type: none"> Establish rapport with guests to ensure service excellence. 	<ul style="list-style-type: none"> Employment Type: <ul style="list-style-type: none"> - Full-Time Job Type: <ul style="list-style-type: none"> - Permanent Location: <ul style="list-style-type: none"> - 165 Tanjong Pagar Road
Restaurant Manager 	<ul style="list-style-type: none"> Minimum 3 years experience in F&B. Strong communication, problem solving and people skills. Able to work on shifts, weekends and public holidays. 	<ul style="list-style-type: none"> Ensure smooth daily operations in the restaurant & bar 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week Working Hours: <ul style="list-style-type: none"> - Rotating Shifts Employment Type: <ul style="list-style-type: none"> - Full-Time Job Type: <ul style="list-style-type: none"> - Permanent Location: <ul style="list-style-type: none"> - 165 Tanjong Pagar Road
Sales Executive (Events/Corporate/Weddings) 	<ul style="list-style-type: none"> Willing to work on weekends & public holidays 	<ul style="list-style-type: none"> Maximise sales revenue for corporate events, wedding events, solemnizations and anniversaries. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week Working Hours: <ul style="list-style-type: none"> - 8.30am to 6.15pm or - 9am to 6.45pm Employment Type: <ul style="list-style-type: none"> - Full-Time Job Type: <ul style="list-style-type: none"> - Permanent Location: <ul style="list-style-type: none"> - 165 Tanjong Pagar Road
Sales Mgr/Snr Sales Mgr (Events/Corporate) 	<ul style="list-style-type: none"> Working knowledge of MS office & hotel systems. 	<ul style="list-style-type: none"> Maximize sales revenue for the meeting rooms, event space and room sales revenue for the hotel. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week Working Hours: <ul style="list-style-type: none"> - 8.30am to 6.15pm or - 9am to 6.45pm Employment Type: <ul style="list-style-type: none"> - Full-Time Job Type: <ul style="list-style-type: none"> - Permanent Location:


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
			<ul style="list-style-type: none"> - 165 Tanjong Pagar Road
Senior Room Attendant	<ul style="list-style-type: none"> • Able to work on shifts, weekends and public holidays. 	<ul style="list-style-type: none"> • Maintain cleanliness of the guest rooms in accordance with procedures & guidelines. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - Rotating Shifts • Employment Type: <ul style="list-style-type: none"> - Full -Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Larkhill Road
Senior Security Officer	<ul style="list-style-type: none"> • Minimum 1 year of experience 	<ul style="list-style-type: none"> • Ensure security policies and procedures are carried out. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - Rotating Shifts • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 165 Tanjong Pagar Road


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Store cum Receiving Officer	<ul style="list-style-type: none"> • Able to carry heavy goods as and when required. 	<ul style="list-style-type: none"> • Ensure that all goods/merchandises received or rejected goods/merchandises are properly documented and accounted for. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days/Week • Working Hours: <ul style="list-style-type: none"> - Rotating Shifts • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Larkhill Road

#2 CHYE THIAM MAINTENANCE



Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Driver	<ul style="list-style-type: none"> • Possess valid Class 3, or 4 or 5 driving licenses 	<ul style="list-style-type: none"> • Operate allocated mechanized cleaning equipment and/or mechanical sweeper to clean assigned area • Drive different types of Class 3, 4 and 5 vehicles as assigned • Transport workers from office rally point to individual work site as assigned • Drive vehicle and pick up garbage bags with 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 44 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - Northeast/Central Region





Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		your cleaning partner as assigned <ul style="list-style-type: none"> • Carry garbage bags and dispose of them properly as assigned • Keep your assigned mechanized cleaning equipment, mechanical sweeper, Class 3, 4 and 5 vehicles fully fueled/battery charged and in good working condition before and after each shift • Return mechanized cleaning equipment, mechanical sweeper, Class 3, 4 and 5 vehicles to storage locations, respective depots and car parks after use 	
Food Handler	<ul style="list-style-type: none"> • F&B knowledge 	<ul style="list-style-type: none"> • Heat and top up food, display can drinks/beer at the chillers 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 44 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - East Region
Indoor Cleaner	<ul style="list-style-type: none"> • Able to work shifts 	<ul style="list-style-type: none"> • General Cleaning 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 44 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - 14 Tampines Industrial Drive



Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Multi Skilled Cleaner cum Machine Operator	<ul style="list-style-type: none"> • Able to operate machineries 	<ul style="list-style-type: none"> • Manage high-jet pressure flooring and using scrubbing machine 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 44 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - 14 Tampines Industrial Drive
Night Shift Outdoor Cleaner	<ul style="list-style-type: none"> • General Cleaning and able to withstand adverse weather conditions 	<ul style="list-style-type: none"> • Perform general cleaning of your assigned areas, adhere to safety regulations as stipulated by the Company and perform duties as assigned by supervisor 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 44 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - 14 Tampines Industrial Drive
Outdoor Cleaner	<ul style="list-style-type: none"> • Able to work shifts 	<ul style="list-style-type: none"> • General Cleaning 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 44 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - 14 Tampines Industrial Drive
Street/ Estate Cleaner (Central Area) 	<ul style="list-style-type: none"> • General Cleaning and able to withstand adverse weather conditions 	<ul style="list-style-type: none"> • Perform general cleaning of your assigned areas, adhere to safety regulations as stipulated by the Company and perform duties as assigned by supervisor 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 44 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location:

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
			- 14 Tampines Industrial Drive
Supervisor 	<ul style="list-style-type: none"> Able to lead and supervise, possess WSQ Supervise Service Operations an advantage 	<ul style="list-style-type: none"> To manage assigned team(s) of Cleaners to maintain cleanliness of assigned area. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> 44 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Contract Location: <ul style="list-style-type: none"> 14 Tampines Industrial Drive
Table-Top Cleaner (Full & Part Time)	<ul style="list-style-type: none"> Positive attitude & able to work night shift 	<ul style="list-style-type: none"> Collect & Wash Plates, Arrange all the dishes/glasses/cutleries keep at the buffet area 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> 44 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Contract Location: <ul style="list-style-type: none"> North East Region


#3 E-BRIDGE PRE SCHOOL

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Beginning Preschool Educator 	<ul style="list-style-type: none"> Possess Diploma or Degree in Early Childhood Care & Education from Singapore Polytechnic and ITE 	<ul style="list-style-type: none"> Assist the Preschool Teacher in the management of class, and facilitating the learning and growth of children. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide
Centre Leader / Deputy Centre Leader 	<ul style="list-style-type: none"> At least 5 years working experience in a pre-school with at least 1 years in a leadership role 	<ul style="list-style-type: none"> Provide leadership to teachers in quality early childhood curriculum design, development and 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Employment Type: <ul style="list-style-type: none"> Full-Time


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		implementation of teaching	<ul style="list-style-type: none"> • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
Infant Educator 	<ul style="list-style-type: none"> • Obtained at least a Advanced Certificate in Early Years (ACEY) or Higher Certificate in Infant Care (HCIC) or its equivalent with at least 2 years working experiences in childcare setting 	<ul style="list-style-type: none"> • Responsible for the care of infants and fascilitating small group experiences to meet the curriculum requirements of the school 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
Preschool Educator (English) 	<ul style="list-style-type: none"> • Posses Diploma in Early Childhood Care & Education and at least 1 years teaching experience in a pre-school environment. 	<ul style="list-style-type: none"> • Responsible for the execution of professional duties and responsibilities to meet the curriculum requirements of the school 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
Preschool Educator (Malay) 	<ul style="list-style-type: none"> • Possess Diploma in Early Childhood Care & Education and at least 1 years teaching experience in a pre-school environment. • Excellent written and verbal communication skills in Malay Language (in order to conduct lessons & liaise with the Malay speaking associates.) 	<ul style="list-style-type: none"> • In collaboration with the Preschool Teacher, responsible to nurture and inculcate the love of languages to children and facilitate small group experiences to meet curriculum requirements in our schools. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
Preschool Educator (Mandarin) 	<ul style="list-style-type: none"> • Possess Diploma in Early Childhood Care & Education (Mandarin) and at least 1 years teaching experience in a pre-school environment. 	<ul style="list-style-type: none"> • Responsible for taking care of young children (in collaboration with the Preschool Teacher) and facilitating small group experiences to meet the curriculum requirements of the school 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Preschool Educator (Tamil) 	<ul style="list-style-type: none"> • Possess Diploma in Early Childhood Care & Education and at least 1 years teaching experience in a pre-school environment. • Excellent written and verbal communication skills in Tamil Language (in order to conduct lessons & liaise with the Tamil speaking associates.) 	<ul style="list-style-type: none"> • In collaboration with the Preschool Teacher, responsible to nurture and inculcate the love of languages to children and facilitate small group experiences to meet curriculum requirements in our schools. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
Trainee Teacher 	<ul style="list-style-type: none"> • Untrained candidates passionate and inspired to be Early Childhood Educator can apply. The right candidate will be offered opportunities for sponsorship of higher ECCE courses 	<ul style="list-style-type: none"> • Responsive to the needs of young children. He/she creates a secure environment for young children through nurturing respectful, responsive and reciprocal relationships with them 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide

#4 KATOEN NATIE


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Assistant Engineer 	<ul style="list-style-type: none"> • Min. Diploma in Electrical & Electronic Engineering or Mechatronics Engineering • General knowledge of AC drives and electrical motors, pneumatic cylinders and roller/chain conveyors. • Ability to utilize, debug and modify existing PLC programs 	<ul style="list-style-type: none"> • Carry out preventive maintenance and corrective repair works on packaging / conveying equipment / facilities / electrical system on Material Handling Equipment / other duties as assigned. • Carry out mechanical preventive maintenance works on packaging equipment/ facilities and other duties as assigned. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 4 Days/Week • Working Hours: <ul style="list-style-type: none"> - 8am to 8pm - 8pm to 8am • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Full-Time • Location: <ul style="list-style-type: none"> - 1 Banyan Place


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Knowledge of PLC and electrical systems. • Min. 3 years' relevant experience in automation systems. • Able to perform 12-hour rotating shift and placed on standby duties if required. • Ability to read & use Electrical Single Line Diagram. • Ability to work with low voltage DB on lighting and auxiliary equipment 	<ul style="list-style-type: none"> • Troubleshoot and rectify electrical, mechanical, pneumatic and hydraulic system faults on equipment. • Prompt attendance of breakdown repair and recovery of operational equipment. • Analyze & Reduce equipment downtime through Predictive Maintenance • Able to use CMMS effectively to analyze parts failures • Planning of Shutdown maintenance • Leading a team of maintenance technicians • Liaise with Vendors on fabrications works • Able to determine equipment critical spares inventory • Lead and report on commissioning of new equipment. • Documentation of works carried out on equipment via works orders, organize and report to superior on works daily. • Preparing reports for management presentation • Able to procure parts from service vendors • Ad hoc duties as assigned. • Ability to access risk and hazards for jobs • Compliance with Safety and Quality standards • Lead the team on Root Cause Analysis 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> • Collaboration with Operational Team on Failure Analysis • Lead continuous improvement projects / Operation Excellence • Coach and guide new technicians technically 	
Assistant Manager, Technical 	<ul style="list-style-type: none"> • Degree in Mechanical or Electrical/Electronic Engineering or relevant Engineering. • About 5 years managerial experience in a logistics (Technical) and/or manufacturing background is required for this position. • Strong ability to interact with all levels in the organization inclusive of customers, contractors and vendors. • Possess an established network of vendors & contractors and proven ability to manage them. • Good analytical ability and sound working equipment knowledge. • Ability to articulate challenges on the shop floor and make decisive, safety-first decisions. • Cost savings track record: demonstrated success in reducing maintenance spend. • Excellent management and communication skills. • Possess a valid class 3 driving license is preferable. 	<ul style="list-style-type: none"> • Responsible for the troubleshooting, repairs and preventive/predictive maintenance of equipment to optimize cost efficiency of the bagging & warehousing operations in the Company. • Responsible for the proper building maintenance/facilities of Company's premises, where we are accountable. • Ensure that all equipment/facilities meets statutory requirements, where required. • Interface and collaborate with customers in weekly meetings to identify and execute maintenance costs. • Drive reliability centered maintenance program to enhance equipment uptime, MTBF and lifecycle. • Lead Root Cause Failure Analysis (RCFA) for breakdowns and implement corrective actions to minimize downtime. • Management of and optimization of services 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 8am to 5.45pm • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Banyan Place

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Able to challenge status quo with logical reasoning to make positive improvement. 	<ul style="list-style-type: none"> by vendors and contractors. Oversee and execute spare part optimization and inventory management Accountable for the overall Technical KPIs. 	
Forklift Driver	<ul style="list-style-type: none"> NITEC holders are welcome to apply Able to handle products of 25kgs Possess a valid forklift license To commit 12-hours rotating shift work Perform work under hot and humid environment Working location is at Jurong Island (Company transportation is provided) 	<ul style="list-style-type: none"> Able to operate a forklift independently Assist in the warehouse and packaging operations Handling different products with different product characteristics Observing safety and achieving productivity target Ensures all orders handled promptly and accurately Managing data by using tablet 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 4 Days/Week Working Hours: <ul style="list-style-type: none"> 8am to 8pm 8pm to 8am Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 1 Banyan Place
HSSEQ Executive 	<ul style="list-style-type: none"> The right candidate should be one who enjoys and thrives in a challenging fast-paced work environment, possessing the following: At least 2 years of working experience (preferred manufacturing, warehousing & logistic industry) Minimum of 1 year working experience on Jurong Island. Able to work on Jurong Island Excellent interpersonal skills with a strong operational background and a keen eye for details 	<ul style="list-style-type: none"> Assist in establishment, upkeep of Workplace Safety and Health documentation and records in accordance with Workplace Safety and Health Legislation. Review method statements & risk assessment (if required) in accordance with Workplace Safety and Health Act and Subsidiary legislation Inspect & audit workplace to ensure compliance with Workplace Safety and Health legislation, company's safety management system and clients requirement. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 8am to 8.45pm Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 1 Banyan Place


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Ability to work at height and climb cat ladders. • Proficiency in MS office applications and other in-house software. • Good interpersonal skills • Positive working attitude • Qualifications • Certificate in Advanced Certificate in WSH Level B and/or any relevant Safety Certificates. • Attended the WSH Coordinator Refresher Course • Confine Space Assessor Certificate will be an advantage • ISO 9001, 14001, 45001 Internal Auditor Trained will be an advantage 	<ul style="list-style-type: none"> • Carry out daily inspections to identify any unsafe condition and unsafe work practice which is carried out in the workplace. • Assist, recommend and support in implementing reasonably practicable measures to remedy the unsafe condition and unsafe work practice. • Conducting and generating reports for HSSEQ internal & external audits, client assessments, authority assessments, table-top exercises, emergency drills, security drills. Close follow up to complete safety actions. • Liaise with vendors and contractors to maintain emergency and fire safety equipment. • Perform monthly fire alarm testing. • Planning, Developing and Delivering of HSSEQ training for staff, visitors, contractors, haulers. • Responding to Non-conformities, Near Misses and Incidents to provide support to Operations, CERT Team and other departments. Investigates and provide recommendations to address root causes of the non-conformities, near misses and incidents. Follow up and provide support to close incident actions promptly. 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Responsible for Site Security and managing Security Agency providing 24hrs site security services. Duties as assigned by superiors. Cover duties upon absence of team member. 	
Operations Executive 	<ul style="list-style-type: none"> Min. Diploma and above in Logistics Management or equivalent. 3 to 5 years' experience in warehouse/ baggy operations. Experience in managing warehouse / logistics operations such as inventory management, material reconciliation, etc. Strong in managing teams and excellent manpower deployment & optimization skills. Excellent supervisory and interpersonal skills are a must. IT savviness is expected with good working knowledge in MS Excel. Problem solving and analytical skills are necessary. 	<ul style="list-style-type: none"> Supervising warehouse operations, including deployment of operators and equipment, inventory management and reporting function. Manage daily operations and ad hoc requests and requirements from customers. Month end stock take and reconciliation of inventory. Lead, develop and supervise a team of workers to support the activities of the company. Ensure strict adherence to workplace safety and health requirements. Look for and work on continuous improvement of productivity. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 8am to 5.45pm Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Full-Time Location: <ul style="list-style-type: none"> 1 Banyan Place

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Operations Trainee 	<ul style="list-style-type: none"> • Nitec/Higher Nitec in Logistics & Supply Chain Management • Physically able to handle products weighing up to 25kg • Preferably holds a valid forklift license • Willing to work 12-hour rotating shifts • Able to perform duties in hot and humid conditions • Working location is at Jurong Island (Company transportation is provided) 	<ul style="list-style-type: none"> • Assist in the setup, monitoring, and basic maintenance of bagging machinery and equipment. • Ensure accurate labeling, weighing, and packaging of products. • Conduct quality checks to uphold product standards. • Support inbound and outbound logistics, including loading/unloading, inventory tracking, and documentation. • Coordinate with warehouse and transport teams to ensure timely dispatch and delivery. • Maintain accurate records of bagged goods, stock levels, and movement logs. • Adhere to safety protocols and maintain a clean, organized work environment. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 4 Days/Week • Working Hours: <ul style="list-style-type: none"> - 8am to 8pm - 8pm to 8am • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Banyan Place

#5 LS 2 SERVICES

Click Here for Table of Content

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Cleaner	<ul style="list-style-type: none"> Nil 	<ul style="list-style-type: none"> Perform cleaning on the premises as directed by your supervisor Maintain cleanliness of assigned areas Sweep and vacuum the floor or carpets in the assigned area Wash and maintain the cleanliness of the surroundings and toilets Wipe tabletops, shelves and partitions of assigned areas Empty waste bins Any other duties as assigned. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5.5 Days/Week Working Hours: <ul style="list-style-type: none"> 8 Working Hours/Day Employment Type: <ul style="list-style-type: none"> Permanent Job Type: <ul style="list-style-type: none"> Full-Time Location: <ul style="list-style-type: none"> 1 Bukit Batok Crescent
Cleaner Team Leader	<ul style="list-style-type: none"> Cleaners And Related Workers 	<ul style="list-style-type: none"> Perform cleaning on the premises as directed by your supervisor Maintain cleanliness of assigned areas Sweep and vacuum the floor or carpets in the assigned area Wash and maintain the cleanliness of the surroundings and toilets Wipe table tops, shelves and partitions of assigned areas Empty waste bins Any other duties as assigned. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5.5 Days/Week Working Hours: <ul style="list-style-type: none"> 8 Working Hours/Day Employment Type: <ul style="list-style-type: none"> Permanent Job Type: <ul style="list-style-type: none"> Full-Time Location: <ul style="list-style-type: none"> 1 Bukit Batok Crescent
Maintenance Technician 	<ul style="list-style-type: none"> General Workers 	<ul style="list-style-type: none"> Servicing and repairing industrial cleaning equipment such as high-pressure jet, leaf blower, scrubbing machine, vacuum cleaner, battery operated cart and etc Inspecting and assessing the functionality of equipment 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 9AM – 5PM Employment Type: <ul style="list-style-type: none"> Permanent Job Type:


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> • Troubleshooting machineries breakdowns • Conducting routine maintenance and safety checks • Preparation and submission of maintenance reports • Liaise with external vendors for necessary equipment repair • Inspect and monitor quality standards of equipment / tools • Perform asset tagging to ensure accountability of equipment • Prepare inspection finding reports and communicate with internal staff / vendors on any faults, and follow up to ensure rectification • Any ad-hoc assignments 	<ul style="list-style-type: none"> - Full-Time • Location: <ul style="list-style-type: none"> - 1 Bukit Batok Crescent
Supervisor	<ul style="list-style-type: none"> • Cleaners And Related Workers 	<ul style="list-style-type: none"> • Supervise multiple teams of cleaners in multiple cleaning projects • Train cleaners and team leaders on service standards and provide help and guidance when necessary • Assist in planning work schedules and deployment of manpower • Monitor and follow up on compliance with cleaning procedures, workplace safety and tender specifications • Implement operation plans to improve work processes and service quality • Monitor cleaning material stock level and re-order materials when needed with customers • Check cleaning equipment condition 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 8 hours/Day • Employment Type: <ul style="list-style-type: none"> - Permanent • Job Type: <ul style="list-style-type: none"> - Full-Time • Location: <ul style="list-style-type: none"> - 1 Bukit Batok Crescent

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> • Monitor cleaning material stock level and re-order materials when needed • Solving operational problems and making decisions • Submit daily cleaning report • Facilitate effective communication and engagement at the workplace 	


#6 MCI

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
2 - 3 months Temp Operator / Storekeeper / Warehouse Assistant	<ul style="list-style-type: none"> • Attire: t-shirts, long pants, safety shoes 	<ul style="list-style-type: none"> • Checking products • Assembly duties (Training provided - simple job) • Any other ad hoc duties as assigned 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - Mon to Fri (7.40am - 5.00pm) • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Temporary • Location: <ul style="list-style-type: none"> - Island Wide
3 months or longer WAREHOUSE / OPERATOR / STOREKEEPER / PACKER / PICKER / MATERIAL HANDLER	<ul style="list-style-type: none"> • Training will be provided - experience not required 	<ul style="list-style-type: none"> • Operate machines and packing • Handing of army ammunition products • Other ad hoc duties assigned 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - Monday to Friday 7.30am to 5.15pm • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Temporary • Location: <ul style="list-style-type: none"> - Island Wide
Assembly Technician	<ul style="list-style-type: none"> • AWS +VB 	<ul style="list-style-type: none"> • Utilizes routine work, schematics, wiring diagrams, parts and wire lists, written and/or verbal instruction to build, 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - Woodlands: 7.30am-

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>repair and/or test electrical, electro-mechanical, vacuum, pneumatic assemblies, subassemblies and components.</p> <ul style="list-style-type: none"> • Performs electro-mechanical assembly operations, troubleshooting and repair. Identifies and corrects errors. • Observes all safety standards. Maintains a secure, safe, clean and healthy work environment. Attends required health and safety training and follows safety and security policies, procedures and practices. Promptly reports accidents, injuries, safety hazards, or emergencies to supervisor or Safety dept. Follows operating instructions, uses protective equipment when required, and uses equipment and materials properly. Actively strives to prevent accidents and injuries. • Utilizes test fixtures, electronic measurement equipment, leak detectors, and/or vacuum pumps to test assemblies, subassemblies, and components. • Enters data on computer terminal, such as progress, work 	<p>4.30pm/3.30pm-1230am</p> <ul style="list-style-type: none"> - Changi Area: 7 am to 4.30pm/4pm to 1.30am <ul style="list-style-type: none"> • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>expenses and labor details. May perform computer programming, repair or software installs.</p> <ul style="list-style-type: none"> Details finished work. Receives parts and perform audits to ensure all necessary parts are available to perform built, test and repair. Inspects parts for defects. Troubleshoots and improves processes. 	
Basic Care Assistant	<ul style="list-style-type: none"> No prior patient care experience is required Minimum qualifications: PSLE or WPLN Good communication and interpersonal skills On-the-job training will be provided 	<ul style="list-style-type: none"> Attend to hygiene needs of patients who require assistance or are bedbound Oral feed patients who require assistance with oral feeding Assist with lifting, moving and transporting of patients Ensure patients' safety and facilitate social-emotional support through suitable activities Maintain a clean, well-organised and pleasant environment for all patients Comply with infection control practices when attending to patients Performs other duties assigned by nurse manager 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 5 Days including weekends; 2 or 3 shifts Work Hours: <ul style="list-style-type: none"> 1st Shift: 7am to 15pm 2nd Shift: 1.15pm to 9.30pm 3rd Shift: 9pm to 7.30am Note that the timings may differ in different wards Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Temporary Location: <ul style="list-style-type: none"> Island Wide
Care Coordinator 	<ul style="list-style-type: none"> Diploma preferred. Qualification in health promotion will have an advantage. Preferably with some working experience in healthcare 	<ul style="list-style-type: none"> Strategic outcomes and goals include: To build relationships with internal (care team) and external stakeholders (patients and caregivers). 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> Working Days: 5 days 830AM - 6PM, SAT 830AM - 1PM



Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Good verbal and written communication skills • Pleasant disposition and personality • Possess good interpersonal skills, a positive attitude towards work and is a team player. • Good communication and coordination skills • Self-motivated and has interest in patient care. • Able to communicate in English and a local language/dialect. • Proficient in Microsoft Office including Excel, Words and Power Point • Savvy in navigating IT programs 	<ul style="list-style-type: none"> • To contribute to achieving clinical outcomes for preventive health screenings and reduce readmission and escalations to tertiary care, and, to gather social determinants of health pertinent to influencing social and health outcomes in positive ways • Leverage on technology to empower patients to improve health literacy and accessibility to resources • Responsible for assisting in coordinating and providing patient care activities. This includes the use of IT systems to track, perform and document established clinical indicators and care given to patient. • Perform basic parameter measurements, close preventive screening and vaccination gaps in relation to national programmes/initiatives • Provide basic health education to improve patients' knowledge on lifestyle management, social and physical activities through social prescribing, the use of health monitoring devices (e.g. home blood pressure, glucose and weight monitoring, as well as advise 	<ul style="list-style-type: none"> • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		patients on vaccination requirements.	
Customer Service Agent (Pax Services)	<ul style="list-style-type: none"> Local / PR Transport provided after midnight shifts 	<ul style="list-style-type: none"> Checking-in, greeting passengers upon their arrival and ensuring a smooth departure process Tasked to assist passengers with special needs or provide customer service in exclusive premier lounges at Changi Airport Responsible for buffet table presentations, you also handle meet/greet services at the reception area and perform basic computerized transactions 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> Rotating Shifts 6 days (Duty roster) Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide
Customer Service Officer 	<ul style="list-style-type: none"> NIL 	<ul style="list-style-type: none"> Logistics admin duties 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 8.5 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide
Customer Service Officer (Passenger Service)	<ul style="list-style-type: none"> LOCAL - Diploma & above Good command & spoken in English Pleasant & cheerful 	<ul style="list-style-type: none"> Oversee & lead a team of customer service agents Making decision on any matters to ensure positive customer service experience Guide & mentor new & existing staffs under your team Ensure compliance with safety, security & 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		standard operating procedures • Assist duty manager in deployment	
Customer Service Specialist (Apron)	<ul style="list-style-type: none"> • Possess 4 GCE 'N' level credits / 3 GCE 'O' level passes or equivalent • Professionalism, Patience and a "People-first" attitude • Comfortable with shift work • No experience required • Allowance shift - \$240 <ul style="list-style-type: none"> • Transport after midnight provided 	<ul style="list-style-type: none"> • You will attend to passengers at arrival claims with mishandled and damaged baggage • Raise reports of mishandled and damaged bags, in 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 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - Rotating Shift • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
Dental Assistant	<ul style="list-style-type: none"> • Minimum NITEC Certification in Dental Assisting or Equivalent Qualification. • Preferably with proficiency in computer skills (MS Office). • Good interpersonal and communication skills. • A team player and able to work independently. • Display compassion and have a positive and caring attitude 	<ul style="list-style-type: none"> • Responsible to assist the specialists in dental care delivery according to established hospital policies, procedures and standards of dental care and practices. • Responsibilities and Duties (80%) • Responsible for providing four-handed chair-side assistance to specialists in dental treatment and procedures for various disciplines. • Responsible for ensuring the instruments and materials are ready for each appointment and ensure the proper maintenance of dental instruments. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - Mon to Fri - Office Hours, 8.30am to 6pm • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> • Comply with Infection Control and maintain Infection Control Standards. • Comply with work safety regulations in handling of dental instruments and equipment. • Assist in cleaning, sterilizing, sorting and packing of instruments in general sterilization area. • Manage Inventory in assigned dental operatory and assist in stock ordering. • Assist with patient's appointment. • Collaborate and co-operate with clinicians and other health-care providers in the smooth delivery of dental care and services. • Responsibilities and Duties (20%) • Participate in service quality activities. • Coach and guide the junior staff in dental assisting. • Assumes additional responsibilities as assigned by Clinic Supervisor/ Clinic Manager. 	
Direct Technician	<ul style="list-style-type: none"> • Minimum 1 year of aerospace / aviation experience 	<ul style="list-style-type: none"> • Diagnose and resolve issues in aircraft engines • Disassemble aircraft engines for inspection and maintenance 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - Work 4 Days 2 Days Rest/Week • Working Hours: <ul style="list-style-type: none"> - 6.30am - 4.15pm, 4pm - 1.45am • Employment Type: <ul style="list-style-type: none"> - Full-Time

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Conduct testing and upkeep of engine components 	<ul style="list-style-type: none"> Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide
Enrolled Nurse	<ul style="list-style-type: none"> Nitec in Nursing SNB Certified 	<ul style="list-style-type: none"> Perform nursing duties 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 5 Days a week including weekends 2 to 3 Shifts Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide
F&B Coordinator	<ul style="list-style-type: none"> Prefer candidates with F&B relevant experiences Requirements Minimum secondary education Competent in MS Words, outlook and Excel Good Communication and interpersonal skills 	<ul style="list-style-type: none"> Coordinating and ensuring smooth running of F&B services for in-patient meals and in-house events in the hospital Taking/compiling meal orders for private and special diet patients. Ensuring all food trolleys are heated prior to dishing of meals, and despatching meals to the wards timely and correctly. <ul style="list-style-type: none"> Attend and resolve patients' complaints, and tabulate patient's feedback for management review. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 5 days a week including weekends 8 hours a day with a staggered shift between 5am to 7pm. There will be transport pick up provided at nearest available location if working hours falls beyond public transport operating hrs. Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide
Final Assembly / Manufacturing Operators	<ul style="list-style-type: none"> Minimum Primary education. Experience in manufacturing preferred. Able to follow basic job instructions. Good eyesight. 	<ul style="list-style-type: none"> Check assemblies of electronic components/parts. Picking & Packing. Sort/test of components/parts. Assemble according to given instructions. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> Mon to Fri (7.40am - 5.00pm) Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Temporary

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Able to stand for long hours. • Fit to work and carry heavy weight. • Basic understanding of English preferred. 	<ul style="list-style-type: none"> • Housekeep work stations. • Report any problem to the line leader supervisor. • Any other ad-hoc duties as assigned by superior. 	<ul style="list-style-type: none"> • Location: • Island Wide
Healthcare Assistant	<ul style="list-style-type: none"> • Physically fit up mid 40s • Minimum N Level and above • Possess HCA experience in hospital / nursing home • Relevant certification or experience in healthcare / nursing / nurse aid 	<ul style="list-style-type: none"> • Attend to patients' care needs in their activities of living, such as personal hygiene, bathing, feeding, lifting, transportation and toileting. • Take, record and report vital sign. (temperature, pulse, blood pressure) • Observe general condition of patients. • Assist nurses and comply with practices while attending to patients. • Maintain tidiness of ward, equipment and trolley at all times or assigned. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - Mon-Sun (Any 5 Days) - 5 days 3 shifts, 8 Hours per day (Example: 8am to 5pm / 12pm to 9pm / 11pm to 8am) • Employment Type: <ul style="list-style-type: none"> - Part -Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
Logistics Officer 	<ul style="list-style-type: none"> • Comfortable to support OT 	<ul style="list-style-type: none"> • Liase with clients/ forwarders/warehouse • Order processing 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - Work Hours: 8.75h/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
Logistics Officer 	<ul style="list-style-type: none"> • NIL 	<ul style="list-style-type: none"> • Normal warehouse duties 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 8.5 Hours/Day • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type:

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
			<ul style="list-style-type: none"> - Permanent • Location: - Island Wide
Material Handler (AMAT)	<ul style="list-style-type: none"> • NIL 	<ul style="list-style-type: none"> • Loading and unloading • Picking and packing 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days/Week • Working Hours: - Mon to Fri (7.40am – 4.30pm/4pm to 1.30am) • Employment Type: - Permanent • Job Type: - Permanent • Location: - Island Wide
Operator	<ul style="list-style-type: none"> • Minimum Vocational Certificate (No experience required). • Able to read and write English. 	<ul style="list-style-type: none"> • To test / inspect / assemble Refrigeration Units as per manufacturing instruction, method sheet and maintained required output rates and quality. • Responsible for up-keeping and maintenance of equipment / tools / fixtures / gauges assigned to the Station. Ensure all calibrated items used are within the effective calibration period. • Assist in designing jigs / fixtures & parts trolley to improve the Productivity of the process. • Serve as trainer for training new employees under buddy system. • Perform basic trouble shooting or rework on tested / assembled units (identify & rectify fault found). 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days/Week • Working Hours: - 7.40am - 5.00pm • Employment Type: - Full-Time • Job Type: - Permanent • Location: - Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Conduct inspection on work area & monitor the effectiveness of corrective actions taken (if any). To comply strictly with the company's safety rules and regulations. To co-operate with personnel involved in the investigation of any accidents and to explain exactly what happened and what caused the accident. Maintain good housekeeping in the work area. Maintain proper records such as filling up checklists, components serial numbers etc. Provide feedback or suggestion for improvement. To perform tasks deemed suitable and assigned by superiors. 	
Operator (weekend job)	<ul style="list-style-type: none"> NIL 	<ul style="list-style-type: none"> Assist with products checking Operate machines Pick and pack Other ad hoc duties as assigned 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 2 Days/Week Working Hours: <ul style="list-style-type: none"> Every Sat & Sun(8am – 8pm) Employment Type: <ul style="list-style-type: none"> Part -Time Job Type: <ul style="list-style-type: none"> Temporary Location: <ul style="list-style-type: none"> Island Wide
Patient Service Associate, Inpatient Operations	<ul style="list-style-type: none"> Minimum GCE N Levels with 1 year of working experience in customer service. Strong passion to serve patients. 	<ul style="list-style-type: none"> Assist in the collection of payment for discharging patients Conduct financial counselling for inpatient stay/charges 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> Mon to Sun (Any 5 Days) (am to 6pm / 11am to 8 pm(1 Day Off during

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Open to fresh ITE or Diploma grads too, no experience is required, as long as they have a good attitude. 	<ul style="list-style-type: none"> Perform discharging procedures for patients Obtain follow up appointment for Inpatient patients Help in additional responsibilities as assigned by supervisors 	weekday & 1 Day off during weekend) <ul style="list-style-type: none"> Employment Type: <ul style="list-style-type: none"> - Full-Time Job Type: <ul style="list-style-type: none"> - Permanent Location: <ul style="list-style-type: none"> - Island Wide
Production Operator	<ul style="list-style-type: none"> OT average 2 to 4 days a month (20 to 40 hours) Able to carry 15kg no colour blind No allergy to chemicals 	<ul style="list-style-type: none"> Operating and maintaining machinery, and ensuring quality and safety standards are met. Packing energizer battery 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> - 4 Days/Week Working Hours: <ul style="list-style-type: none"> - 4 Days work week including weekends & PH - 7.30am to 7.30pm / 7.30pm to 7.30am Employment Type: <ul style="list-style-type: none"> - Full-Time Job Type: <ul style="list-style-type: none"> - Permanent Location: <ul style="list-style-type: none"> - Island Wide
Production Operator	<ul style="list-style-type: none"> Additional information: All PPE including jumpsuit, shoes, hair net, mask, eye plug are provided Candidates must be comfortable with 12 hours shifts and standing for long hour Experience not required, training provided Candidate must be Physically fit and able to carry 25KG loads Candidate must be comfortable to acquire Food Safety Course (FSC) Level 1 as arranged by company Immediate starter will be prioritized Candidate must know how to speak and read basic English. 	<ul style="list-style-type: none"> Picking and packing milk powder Loading and unloading of 25KG of milk powder (two person carry) Perform palletizing duties Perform simple quality check of product Always maintain Hygiene and Safety in production area Other ad hoc duties as assigned by superior 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week Working Hours: <ul style="list-style-type: none"> - DAYS SHIFT: Work 5 days from Mon to Fri/Tue to Sat(7.30 am – 7.30pm) - NIGHT SHIFT: 5 days from Mon to Fri /Tue to Sat (7.30pm – 7.30am) Employment Type: <ul style="list-style-type: none"> - Full-Time Job Type: <ul style="list-style-type: none"> - Temporary Location: <ul style="list-style-type: none"> - Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> For night shift they have to go thru one month training under day shift and trf to night shift on the next month 		
Production Technician	<ul style="list-style-type: none"> Working days: 4 3 3 4 Working hours : 12 hours shift work (7am to 7.15pm or 7pm to 7.15pm) Candidate can choose the fixed shift they want During 2 to 3 months training, working hours will be 7am to 4pm (Mon - Fri), Company transport provided - will share during interview Local – SC/SPR only Need to be physically fit; comfortable to carry 10 - 15 kg Comfortable with manual & routine job Basic English to communicate and understand Salary range with experience (salary range shown: NITEC in Engineering without experience, and experience) AWS + VB Provided 	<ul style="list-style-type: none"> Operating machines & Record Keeping & Visual Checking of Products Need to carry load up to 15kg 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 4334(E.g Work for 4 days and rest 3 days) 12 Hours shift work (7am to 7.15pm or 7pm to 7.15pm) During 2 – 4 months training, working hours will be 7am to 4pm (Mon-Fri) Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide
Service/ Kitchen Crew	<ul style="list-style-type: none"> Comfortable long standing hours Comfortable in frying and working in kitchen setting 	<ul style="list-style-type: none"> Preparing food items for the shift according to SOP, food health and safety standards Sanitizing and cleaning workstations and utensils Assisting other kitchen crew or helping other 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 5 Days Work Week 44 Hours/Week Employment Type: <ul style="list-style-type: none"> Part-Time Job Type: <ul style="list-style-type: none"> Temporary Location:

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		team members when needed <ul style="list-style-type: none"> Adhere to the company's rules and regulations on food safety, food hygiene. 	<ul style="list-style-type: none"> Island Wide
Staff Nurse	<ul style="list-style-type: none"> Valid SNB 	<ul style="list-style-type: none"> Perform nursing duties 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 5 Days/Week including Weekends 2-3 Shifts Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide
Temp Customer Service Representative	<ul style="list-style-type: none"> Candidate who possessed relevant shipping experience will be advantage 	<ul style="list-style-type: none"> Coordinate and liaise with customers, forwarders & warehouse for shipment readiness and delivery schedules Prepare and handling of day-to-day documents for delivery Assist & update customers with stock queries and shipment schedules Liaise with warehouse for shipments Prepare monthly reports for KPI Any other ad-hoc duties as assigned 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> Mon to Fri (8 am - 5.00pm) Sat(8 am-12pm) Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Temporary Location: <ul style="list-style-type: none"> Island Wide
Temp screener admin	<ul style="list-style-type: none"> Deploy to secondary schools 	<ul style="list-style-type: none"> Provide administrative support Manage career counseling Administer record keeping Ad hoc duties assigned 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 5 Days Working Office Hours (as early as 7 am, as late as 4pm to 5pm) Employment Type: <ul style="list-style-type: none"> Part -Time Job Type:

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
			<ul style="list-style-type: none"> - Temporary • Location: - Island Wide
Trainee Technician	<ul style="list-style-type: none"> • NIL 	<ul style="list-style-type: none"> • Perform troubleshooting, repair, overhaul of aircraft engines • Dismantle aircraft engines • Testing and maintenance of engine equipment • Perform simple operational checks on aircraft system 	<ul style="list-style-type: none"> • Weekly Commitment: - Work 4 Days. Rest 2 Days • Working Hours: - 6.30 am-4.215pm, 4pm-1.45am • Employment Type: - Full-Time • Job Type: - Permanent • Location: - Island Wide
Ward Service Associate	<ul style="list-style-type: none"> • Minimum GCE N Level • Open Race, Open Gender, Age between 30-60yo • Passionate to join healthcare industry • No visible tattoos and bright dyed hair colors 	<ul style="list-style-type: none"> • Provide excellent customer service to the patients • Serving and clearing food and drinks • Check food served against patient meal orders • Assist in inventory management • Maintain cleanliness in and around workstations • Assist nurses to meet patient's nutritional needs 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days/Week • Working Hours: - 5 Days Work Week - 7am-4.30pm, 10am-7.30pm(Based on Roster) • Employment Type: - Full-Time • Job Type: - Temporary • Location: - Island Wide
Warehouse Assistant	<ul style="list-style-type: none"> • NIL 	<ul style="list-style-type: none"> • Check the items are correct with respect to part numbers, description, specification and quality as stated on the DO/Note or putaway List • In case any discrepancies found – all must be reported to the supervisor • Inspect visually the condition of parts received particularly for any transit damage 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days/Week • Working Hours: - Mon to Fri (7.40am - 5.00pm) • Employment Type: - Full-Time • Job Type: - Permanent • Location: - Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> • Arrange and put the labels on the parts • Put the parts away on an agreed bin location • Support other activities within the warehouse during critical situations. • Maintain tidy conditions in your own working area and any other areas for which the individual is responsible. 	
Warehouse Assistant	<ul style="list-style-type: none"> • Minimum secondary level • At least 1 year working experience in related field • Able to read, write, speak basic English and possess basic Mathematical skill • Basic computer literacy is advantageous • Able to handle 10 to 20kgs of load • Physically fit 	<ul style="list-style-type: none"> • Facilitate the daily operation of the warehouse • Issue and collect production materials timely • Perform daily check and count for stock accuracy • Ensure well maintenance and good housekeeping within the warehouse • Stock up and label all goods correctly • Receive goods and pack accordingly • Report immediately of any parts/stock defects or discrepancy in quantity • Observe all safety rules and compliances with all procedures • Any general ad-hoc duties as assigned by superior 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - DAY SHIFT: Monday To Friday from 8.20am to 5pm - NIOGHT SHIFT: Monday to Thursday from 5pm to 5am • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
Warehouse Assistant	<ul style="list-style-type: none"> • Comfortable to support OT 	<ul style="list-style-type: none"> • Pick and Pack • Labelling and Sorting • Loading, unloading 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 8.75 Hours/Day • Employment Type: <ul style="list-style-type: none"> - Full-Time

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
			<ul style="list-style-type: none"> • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
Warehouse Assistant (With Forklift)	<ul style="list-style-type: none"> • Must have Singapore valid forklift license • Possessed Work At Height (WAT) Certificate will be an advantage 	<ul style="list-style-type: none"> • Loading and unloading materials from a variety of vehicles such as VNA/Forklift/Stacker etc. • Moving pallet-packed materials around the site or storage facility • Checking loads are secure • Performing equipment checks and basic maintenance • Following written instructions and keeping records • Adhering to health and safety regulations • Completing physical tasks quickly and accurately. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - Mon to Fri (8am - 5.00pm) - Sat(8am-12pm) • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Temporary • Location: <ul style="list-style-type: none"> - Island Wide


#7 MR DIY SG

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Retail Associate (SingPost Center, Boon Lay Shopping Center, Sembawang Shopping Center, Junction 10)	<ul style="list-style-type: none"> • NIL 	<ul style="list-style-type: none"> • Ensure shelves are fully stocked, neatly organized, accurately labelled, and meet visual merchandising and promotional standards. • Receive, verify, and distribute incoming stock to appropriate areas. Maintain a clean and organized stockroom and work environment. • Great and provide support to customers 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - Morning Shift: 10:00 AM – 6:00 PM - Afternoon Shift: 2:00 PM – 10:00 PM - Full Day Shift: 10:00 AM – 10:00 PM (Overtime applicable for full shift) • Job Type:



Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		to facilitate purchasing decisions and complaints. <ul style="list-style-type: none"> Support the checkout process by verifying prices, bagging purchases efficiently, and ensuring items are safely packed. 	<ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide
Store Assistant Supervisor (Sembawang Shopping Center, Anchorpoint, Zhongshan Mall, Tampines Block 139)	<ul style="list-style-type: none"> NIL 	<ul style="list-style-type: none"> Ensure shelves are fully stocked, neatly organized, accurately labelled, and meet visual merchandising and promotional standards. Receive, verify, and distribute incoming stock to appropriate areas. Maintain a clean and organized stockroom and work environment. Greet and provide support to customers to facilitate purchasing decisions and complaints. Support the checkout process by verifying prices, bagging purchases efficiently, and ensuring items are safely packed. Hire and develop new employees, organize employee schedule, provide leadership and direction to retail assistants. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> Morning Shift: 10:00 AM – 6:00 PM Afternoon Shift: 2:00 PM – 10:00 PM Full Day Shift: 10:00 AM – 10:00 PM (Overtime applicable for full shift) Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide

#8 OOM PTE LTD



Founded in 2006, OOm is a one-stop digital marketing agency with high competencies in Search Engine Optimisation (SEO), Search Engine Marketing (SEM), Social Media Management (SMM), Content Creation, and Web Design & Development.


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Business Manager 	<ul style="list-style-type: none"> Degree in any field and Fresh graduate Welcome Excellent negotiation and communication skills, both written and verbal Proficient in CRM software and MS Office Suite 	<ul style="list-style-type: none"> Drive New Business Growth – Proactively identify and engage potential clients through strategic prospecting, networking, and outreach. Establish and nurture strong partnerships with key stakeholders, ensuring long-term success and trust. Understand client challenges and present customized digital solutions that align with their business goals. Work closely with internal teams to ensure seamless execution and exceptional service delivery. Deliver persuasive presentations, proposals, and pitches that captivate potential clients and drive conversions. Structure and secure agreements that are both beneficial for clients and aligned with company objectives. Keep up with industry developments and market insights to 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 9 am – 6pm Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 1 Grange Road


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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		provide valuable recommendations and a competitive edge.	
Corporate Sales Executive 	<ul style="list-style-type: none"> A proven track record in B2B sales is preferred — however, relevant industry experience is not required as comprehensive training will be provided. Strong negotiation and communication skills, both written and verbal. Proficiency in CRM software and MS Office Suite. 	<ul style="list-style-type: none"> Conduct cold calls and prospecting to identify new potential customers and businesses that may be interested in our digital tech courses. Develop and maintain strong relationships with key accounts and stakeholders. Understand clients' needs and propose tailored solutions to meet their business objectives. Collaborate with internal teams to ensure smooth delivery and execution of services. Prepare and deliver compelling presentations and proposals to potential clients. Negotiate contracts and agreements with clients, ensuring terms are favourable and aligned with company objectives. Stay updated on industry trends and the competitive landscape to provide strategic insights and recommendations. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 9 am – 6pm Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 1 Grange Road
Junior SEO Content Writer 	<ul style="list-style-type: none"> Solid understanding of on-page SEO, keyword research, and optimization best practices. 	<ul style="list-style-type: none"> Develop and implement effective SEO strategies to boost organic search rankings 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 9 am – 6pm

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Writing Skills: Excellent writing, editing, and research abilities with strong attention to detail and a flair for storytelling. • Portfolio: A portfolio or writing samples demonstrating strong SEO content and creative execution. • Tools: Familiarity with tools like Google Analytics, SEMrush, Ahrefs, or Surfer SEO is a bonus. • Fresh graduates with strong writing skills and a willingness to learn are also encouraged to apply. 	<p>and drive qualified traffic.</p> <ul style="list-style-type: none"> • Conduct in-depth keyword research to identify high-value terms and ensure content is optimized for both users and search engines. • Write clear, engaging, and original content for websites, blogs, product descriptions, landing pages, and other digital assets. • Optimize content elements such as metadata, headings, internal linking, and keyword placement to enhance visibility and performance. • Work closely with Account Management and Design teams to maintain consistent messaging, tone, and branding across all content. • Stay updated on the latest SEO trends, algorithm changes, and industry best practices to ensure content remains competitive. • Conduct regular content audits, refresh outdated material, and propose new content ideas based on performance insights. • Proofread and edit content to ensure high standards of grammar, clarity, consistency, and brand voice. 	<ul style="list-style-type: none"> • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Grange Road -


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Junior SEO Specialist 	<ul style="list-style-type: none"> • A bachelor's degree in marketing, Communications, or a related field. • Strong technical proficiency in tools like Google Analytics, Google Search Console, and third-party SEO tools (SEMrush, Ahrefs, Moz, etc.). • Passionate about SEO, with a strong desire to stay up to date with the latest trends and innovations in the field. 	<ul style="list-style-type: none"> • Focus on improving organic search rankings, driving website traffic, and enhancing the overall digital presence of our brands. • Identify high-value opportunities and optimize content for maximum visibility and relevance. • Optimize website content, meta tags, headers, and on-page elements to boost search engine visibility and user experience. • Enhance website structure, including URL structures, internal linking, and metadata to align with SEO best practices. • Create SEO architecture plans aimed at improving website speed, Core Web Vitals, and search engine rankings. • Troubleshoot and address SEO issues using tools like Google Search Console to ensure continuous improvement. • Regularly track and analyze performance using Google Analytics, SEMrush, and other SEO tools to refine strategies and report on progress. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 9 am – 6pm • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Grange Road
Operations Coordinator (Roadshow Events) 	<ul style="list-style-type: none"> • Proven experience in event planning and execution is 	<ul style="list-style-type: none"> • Build and maintain strong relationships with key stakeholders, 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>desirable but not mandatory.</p> <ul style="list-style-type: none"> • Excellent communication and interpersonal skills, with the ability to collaborate effectively across internal teams and external partners • Proficiency in event management tools and software, including inventory and project management systems • Strong working knowledge of Microsoft Office tools, particularly Excel and PowerPoint • Exceptional organizational skills, with the ability to manage and prioritize multiple projects simultaneously • Ability to perform well under pressure and adapt to shifting priorities in a fast-paced environment • Willingness and flexibility to work evenings and weekends based on event schedules 	<p>including business partners, agents, and location management teams</p> <ul style="list-style-type: none"> • Coordinate with partners to secure sufficient and suitable locations to support sales team deployment • Manage administrative requirements, including the application and organization of relevant documents such as permits, invoices, and agreements • Plan and coordinate logistics to ensure efficient event setup and teardown • Oversee the delivery of event items and promptly address any on-site issues or disruptions • Ensure smooth execution of event operations on the actual day, including coordination with all involved teams 	<ul style="list-style-type: none"> • Working Hours: <ul style="list-style-type: none"> - 9 am – 6pm • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Grange Road
Project Executive 	<ul style="list-style-type: none"> • Strong grasp of CMS platforms (e.g., 	<ul style="list-style-type: none"> • Lead end-to-end delivery of digital projects, ensuring 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	WooCommerce, Shopify, Wix) <ul style="list-style-type: none"> • Solid understanding of digital marketing principles (SEO, SEM, email marketing) • Excellent communication and leadership skills • Comfortable juggling multiple projects in a fast-moving environment • Strategic thinker with a strong eye for detail and a passion for delivering user-focused solutions • Familiarity with project management tools like Asana, Jira, or Trello • Bonus: PMP or equivalent project management certification 	alignment with client goals, budgets, and timelines <ul style="list-style-type: none"> • Collaborate with internal teams (designers, developers, strategists) to define project scope, deliverables, and successful metrics • Monitor project progress and proactively solve roadblocks using Agile principles • Communicate clearly with stakeholders through regular status updates and milestone reports • Stay ahead of digital trends to make informed decisions and elevate project outcomes • Inspire and guide your team to meet deadlines without compromising quality 	<ul style="list-style-type: none"> • Working Hours: <ul style="list-style-type: none"> - 9 am – 6pm • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Grange Road
Skills Development Advisors (Roadshow) 	<ul style="list-style-type: none"> • A friendly, outgoing personality with a passion for sales and people. • Min. GCE O Level or Diploma education 	<ul style="list-style-type: none"> • Engage potential clients and promote our digital marketing courses. • Offer tailored consultations to understand their career development needs. • Recommend the perfect courses to match their goals. • Handle the enrolment process from start to finish, ensuring a seamless journey for our clients. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 11 am – 8pm • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 1 Grange Road

#9 PICO GUARDS PTE LTD


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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Security Officer (SO)	<ul style="list-style-type: none"> PLRD License with SSO rank 	<ul style="list-style-type: none"> Screen people, vehicles, and property Patrol and check premises (doors, fences, equipment) Guard property and prevent theft Control access and conduct ID/pass checks Respond to incidents (fire, crime, emergencies) Operate basic security systems (CAMS, lift/fire control, carpark system) Manage traffic within premises 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5.5 Days/Week Working Hours: <ul style="list-style-type: none"> 12Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Full-Time Location: <ul style="list-style-type: none"> 2 Sims Close
Security Supervisor (SS) 	<ul style="list-style-type: none"> PLRD License with SSO rank 	<ul style="list-style-type: none"> Supervise and lead a team of security officers Conduct daily briefings, patrols, and manage access control Work closely with client representatives and follow SOPs Manage incidents, respond to alarms, and escalate when necessary Provide on-the-job training (OJT) for new officers Handle emergencies and support fire drills Maintain accurate reports and documentation 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5.5 Days/Week Working Hours: <ul style="list-style-type: none"> 12Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Full-Time Location: <ul style="list-style-type: none"> 2 Sims Close

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Senior Security Officer (SSO) 	<ul style="list-style-type: none"> PLRD License with SSO rank 	<ul style="list-style-type: none"> Monitor CCTV, CAMS, FCC systems Maintain CCTV footage and preserve evidence Assist authorities (e.g., government agencies) when needed Manage and control access to sensitive keys/areas 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5.5 Days/Week Working Hours: <ul style="list-style-type: none"> 12Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Full-Time Location: <ul style="list-style-type: none"> 2 Sims Close

#10 RED DOT ANALYTICS

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Operation Manager 	<ul style="list-style-type: none"> • Bachelor's degree in business administration, Human Resources, or related field. • Experience of operations in a fast-growing environment. • Strong bias for action and a proven track record of driving execution across distributed teams. • Proven ability to design and implement process improvements that drive operational efficiency. • Highly organized, detail-oriented, self-Driven and capable of managing multiple priorities simultaneously. 	<ul style="list-style-type: none"> • Oversee office space, equipment, and vendor contracts; ensure workplace safety, compliance, and a productive environment. • Map, document, and optimize core business processes (finance, procurement, facilities, vendor management) to boost efficiency and scalability. • Design and implement scalable operating procedures and workflows across teams (sales, delivery, customer success). • Build internal systems for high-performance collaboration, reporting, and decision-making. • Ensure strong coordination between product, sales, and engineering for delivery quality and client satisfaction. • Support recruitment, onboarding, and team development to scale the company. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 40 Working Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 71 Nanyang Drive



Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Project Manager 	<ul style="list-style-type: none"> • Bachelor's degree in civil engineering, Thermal Engineering, Construction, Computer Science, or a related technical field. • Strong domain understanding of data center operations, particularly colocation business models. • Prior experience delivering software solutions into critical infrastructure or OT (Operational Technology) environments is a strong advantage. • Familiarity with common DC systems such as BMS, EMS, DCIM, and SCADA. • Hands-on use of project tracking tools like Jira, Confluence, Notion, or Microsoft Project. • Excellent communication and presentation skills, with the ability to simplify complex technical topics for non-technical stakeholders. 	<ul style="list-style-type: none"> • Define project scope, goals, and deliverables in collaboration with stakeholders. • Develop detailed implementation plans aligned with data center environments and client constraints • Proactively drive execution across software engineering, AI/ML, and integration teams, ensuring alignment to customer-specific use cases (e.g., CRAH fan control, thermal optimization). • Bridge the knowledge gap between software capabilities and data center operational practices. Capture operational feedback and communicate back to product and engineering teams. • Anticipate and manage risks early — whether technical (e.g., integration with BMS), operational (e.g., maintenance windows), or organizational (e.g., stakeholder misalignment). • Track project KPIs related to energy savings, uptime impact, and software adoption metrics. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 40 Working Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 71 Nanyang Drive

#11 SBST

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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
[DTL] Assistant Engineer, Rail Power (Power Facility Regulator) 	<ul style="list-style-type: none"> • Good interpersonal skills • Good planning and writing skills • Resourceful, self-motivated and result-oriented • Good team leader • Able to perform 3 rotating shift work • Able to identify colors" 	<ul style="list-style-type: none"> • "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" 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - Rotating Shift • Working Hours: <ul style="list-style-type: none"> - Rotating Shift • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
Assistant Engineer (LRT Power) 	<ul style="list-style-type: none"> • Diploma in Electrical/Electronic Engineering or equivalent from a recognized institution Higher NITEC or NITEC qualification in 	<ul style="list-style-type: none"> • To perform monitoring and control operations for NEL Power Supply & Environment Control System (ECS) via ISCS in the Operational Control Centre. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - Rotating Shift • Working Hours: <ul style="list-style-type: none"> - Rotating Shift • Employment Type: <ul style="list-style-type: none"> - Full-Time

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	Electrical/Electronic Engineering with a minimum of 5 years' experience as Technical Officer. <ul style="list-style-type: none"> Must be prepared to perform duties on shifts 		<ul style="list-style-type: none"> Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 91 Sengkang East Avenue
Assistant Engineer, Rail Power (Maintenance) 	<ul style="list-style-type: none"> Good interpersonal skills Good planning and writing skills Resourceful, self-motivated and result-oriented Good team leader Able to perform 3 rotating shift work Able to identify colors" 	<ul style="list-style-type: none"> 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" 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Rotating Shift Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 350 Woodlands Road
Assistant Engineer, Rolling Stock - JRL 	<ul style="list-style-type: none"> Requires a Higher Nitec or Nitec in Electrical, Electronic, Mechanical, or Mechatronic Engineering. - Preferably have 1 year of relevant experience in the railway industry. - Knowledgeable in electrical, electronic, and 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. 	<ul style="list-style-type: none"> 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 competence 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 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Rotating Shift Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Tengah Depot



Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>work is done by competent staff and thoroughly tested.</p> <ul style="list-style-type: none"> Participate in inspections, report and resolve hazards, and ensure trains meet minimum condition standards before being cleared for service. 	
Bus Captain	<ul style="list-style-type: none"> Possess a valid Class 3A/3/4 driving license, with minimum 1 year driving experience 	<ul style="list-style-type: none"> Provide a safe and pleasant journey for passengers Ensure revenue collection Ensure proper care of bus 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Up to 9 Hours or 44 hours/Week Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide
Bus Technician 	<ul style="list-style-type: none"> Minimum 1 to 2 years' relevant experience in a similar industry Shift work may be required 	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Rotating Shift Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide
Deputy Workshop Manager 	<ul style="list-style-type: none"> 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" 	<ul style="list-style-type: none"> Assist Workshop Manager to ensure quality maintenance of buses Efficient management of workshops to meet Negotiated and Tender Contracts and regulatory requirements Assist the Workshop Manager to ensure that 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 42.5hours/Week Working Hours: <ul style="list-style-type: none"> Mon - Fri 8 - 5.30 PM Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 205 Braddel Road


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>there are sufficient reliable buses to meet daily operational needs</p> <ul style="list-style-type: none"> • Implement directives set by HQ, Bus Engineering or Workshop Manager • Ensure the smooth and timely execution of any projects and campaigns • Ensure spare parts, components and other supplies required by the workshop are available, documentation in order and safe storage • Supervise and maintain cleanliness of workshop premises and upkeep the equipment & facilities • Supervise the maintenance and calibration of all equipment and tools including PE certification • Monitor pre-mature failures of parts or components and follow-up with Bus Assets and Supplies • Attend to bus issues, investigate unsafe acts in the workshop and take corrective actions Investigate bus incident in workshops or at site • Assist the Workshop Manager to control expenses within the approved budget • Monitor buses with high breakdowns and implement remedial 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		measures to improve bus reliability <ul style="list-style-type: none"> • Conduct daily post-maintenance audit, including those from contractors • Ensure all workshop staff comply with all company policies, workshop procedures, safety regulations, directives and work instructions • Monitor the performance of staff, enforce discipline and attend to any grievances • Liaise and update the Union on all disciplinary cases and other staff matters • Conduct weekly toolbox talk and monthly safety briefing • Promote LEAN, PIP and any Productivity and Green movement • 2)Liaise and if needed, negotiate with contractors / suppliers during business • Any other duties as assigned by HQ or Workshop Manager" 	
DTL Station Manager	<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • 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. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - Rotating Shift • Working Hours: <ul style="list-style-type: none"> - Rotating Shift • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location:


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • 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 train borne equipment Possess a pleasant disposition and personality • Good interpersonal skills with a passion to work with people • Ability to identify colors 	<ul style="list-style-type: none"> • 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. • 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 	<ul style="list-style-type: none"> - Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>passenger flow and crowd control.</p> <ul style="list-style-type: none"> • 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. • 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. 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Plan and conduct training for trainees and ASMs; requalify ASMs whose track access certification has lapsed. 	
Engineer, Facilities Management - JRL 	<ul style="list-style-type: none"> 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. 	<ul style="list-style-type: none"> Ensure maintenance quality, and manage mechanical/building systems for safety, availability, and reliability. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Rotating Shift Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Tengah Depot
Engineer, Rolling Stock - JRL 	<ul style="list-style-type: none"> 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 years in a railway environment. Strong knowledge of electrical, electronic, air-conditioning, mechanical, and pneumatic systems in electric trains, along with diagnostic 	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Rotating Shift Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Tengah Depot

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	software and fault-finding skills. <ul style="list-style-type: none"> • 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. 	cybersecurity standards. <ul style="list-style-type: none"> • Enforce safety protocols, investigate incidents, conduct safety inspections and talks, and review risk assessments and work instructions." 	
Executive, Supplies 	<ul style="list-style-type: none"> • 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" 	<ul style="list-style-type: none"> • Provisioning and Inventory Management Partner various internal BE and external departments, including Group Procurement, Product Teams and Workshops to ensure inventory level meets demand forecasts. • Provide monthly reports to management on supply performance. • Identify areas of cost reduction through alternate sourcing. • Manage weekly provisioning and identifying inventory that requires provisioning and/or re-distribution. • Provide monthly consignment settlement reports to consignment vendors for reconciliation. • Work with suppliers and manage relationships to negotiate optimal terms of support. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 42.5 Hours/Week • Working Hours: <ul style="list-style-type: none"> - Mon - Fri 8 - 5.30 PM • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 205 Braddel Road



Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> Mitigate risks related to stockout, overstock, or inventories inaccuracies, proactively identify issues and develop solutions. Lead and mentor a team of Inventory planners. Other ad hoc duties assigned by Head of Supplies. Oversee Warehouse Logistics Team (Logistics Officers, Personnel and Drivers) to ensure smooth warehousing and distribution operations to provide timely product availability to workshops. Review and Improve processes across all Bus workshop warehouse stores and central warehouse. Implement good Workplace Safety and Health practices to ensure compliance with regulations. Plan and conduct regular stock take for stock accountability and facilitate audits on inventories. 	
Logistic Personnel	<ul style="list-style-type: none"> At least 1 year of relevant work experience Meticulous and systematic Proficient in MS Office, Knowledge of SAP and 	<ul style="list-style-type: none"> Conduct regular stock check daily Verify and inventory the goods received from Central Warehouse or Supplier 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Rotating Shift Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	FlexNet will be an advantage	<ul style="list-style-type: none"> Basic housekeeping duties Ad-hoc duties as per assigned 	<ul style="list-style-type: none"> Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide
Logistic Personnel (Driver)	<ul style="list-style-type: none"> Preferably 1 - 2 years in a similar industry Preferably Class 4 License Able to perform physical work Willing to learn, meticulous and hardworking 	<ul style="list-style-type: none"> Inspect and check all parts issued to workshops Always maintain proper housekeeping To collect all, Inter Depot Transfer from workshops and deliver to requestor To maintain company vehicle and drive within vehicle speed limit 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Rotating Shift Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide
LRT Power (Assistant Manager) 	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> 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 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Rotating Shift Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide
NEL Customer Service Officer	<ul style="list-style-type: none"> Minimum 5 credits 'O' Levels Able to reach the height of 197cm (NEL) / 200 cm (DTL) with both hands Willing to do shift work, including weekends and Public Holidays Preferably with minimum 2 years' working experience in the service or retail industry 	<ul style="list-style-type: none"> "Provide advice and assistance to passengers in response to enquiries (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 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Rotating Shift Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Required to manually operate station and train borne equipment • Possess a pleasant disposition and personality • Good interpersonal skills with a passion to work with people • Ability to identify colors" 	<ul style="list-style-type: none"> • 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 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 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 	

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>Communication device being activated, fire on train, detrainment, etc., in the safest, effective and efficient manner in accordance with the relevant working manuals and procedures</p> <ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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 shift, weekends and Public Holidays • Minimum 2 years' working experience, preferably in the service or retail industry • Required to manually operate station and train borne equipment • Possess a pleasant disposition and personality • Good interpersonal skills with a passion to work with people 	<ul style="list-style-type: none"> • Assist the 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 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 Station duty Manager in handling incidents. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - Rotating Shift • Working Hours: <ul style="list-style-type: none"> - Rotating Shift • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Ability to identify colors" 	<ul style="list-style-type: none"> 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 trainees(s). Manually set routes locally on site, when required in the 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 safe, effective and efficient manner in accordance with the relevant working manuals and procedures. Perform any other duties as directed by his/her superior(s). 	
Rail Supplies Management - Asst Engineer, Sustainable	<ul style="list-style-type: none"> Higher NITEC in Engineering Preferably with at least one year of working 	<ul style="list-style-type: none"> 'Assist in overseeing SBST commercial vehicles and related assets, ensuring their 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> - Rotating Shift Working Hours:

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Operation and Logistics 	experience in fleet assistant or logistic coordinator or Engineering <ul style="list-style-type: none"> • Strong organization and problem-solving skills • Self-motivated and result oriented • Good interpersonal and communication skills" 	operations, maintenance, and compliance with internal and external policy requirements <ul style="list-style-type: none"> • Support sustainability initiatives by implementing waste management strategies (including toxic industrial waste), enhancing energy efficiency, and promoting green procurement. 	<ul style="list-style-type: none"> - Rotating Shift • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 91 Sengkang East Avenue
Service Controller 	<ul style="list-style-type: none"> • Relevant working experience in Operations is an advantage 	<ul style="list-style-type: none"> • 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 minimize service delays, using online resources and support systems 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - Rotating Shift • Working Hours: <ul style="list-style-type: none"> - Rotating Shift • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
SPLRT Customer Service Officer	<ul style="list-style-type: none"> • Minimum 5 credits 'O' Levels • Willing to do 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 train borne equipment • Possess a pleasant disposition and personality 	<ul style="list-style-type: none"> • Provide advice and assistance to passengers in response to enquiries (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 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - Rotating Shift • Working Hours: <ul style="list-style-type: none"> - Rotating Shift • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Good interpersonal skills with a passion to work with people • Ability to identify colors" 	<ul style="list-style-type: none"> • ticketing problems at LRT stations • Observe and take appropriate action against any failure of equipment and irregularities whilst at stations • 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	<ul style="list-style-type: none"> • NIL 	<ul style="list-style-type: none"> • Plan and manage daily preventive maintenance and repair activities and maximize manpower resources in the workshop • Schedule buses for preventive maintenance and inspections • Assess conditions of buses and prioritize buses due for maintenance and repair • Liaise with vendors on maintenance issues 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - Rotating Shift • Working Hours: <ul style="list-style-type: none"> - Rotating Shift • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island Wide
Technician (CRS)	<ul style="list-style-type: none"> • Must possess a minimum Class 3 Licence 	<ul style="list-style-type: none"> • To provide on-road recovery for breakdown buses 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - Rotating Shift


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> Knowledge of procedures on towing a breakdown bus Able to write and converse in English Able to perform shift duty 	<ul style="list-style-type: none"> Attend to all breakdown cases assigned and to drive the recovery vehicle Analyze & diagnose bus defect Handle mechanical, pneumatic and electrical repair of buses 	<ul style="list-style-type: none"> Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide
Traffic Controller 	<ul style="list-style-type: none"> 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 Able to operate computer-based control systems Ability to identify colors" 	<ul style="list-style-type: none"> Responsible for monitoring and controlling train operational activities to ensure that safe, efficient and reliable train services are always provided by making logical decisions Account for punctuality of passenger trains as part of service reliability 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 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Rotating Shift Working Hours: <ul style="list-style-type: none"> Rotating Shift Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island Wide


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		non-revenue hours in accordance to prescribed rules and procedures"	



#12 SUSHI TEI GROUP


Sushi Tei – where expert culinary skills and an innate appreciation of nature come together to inspire and enhance the Japanese dining experience.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Service Crew (Waiter / Waitress) 	<ul style="list-style-type: none"> • Able to perform shifts and work on weekends and Public Holidays • Great customer service skills with a pleasant smile. • Able to work in fast-paced F&B environment with minimal supervision. • Able to start work in a short notice 	<ul style="list-style-type: none"> • Responsible for providing courteous and efficient food & beverage services to the guests. • To present menu, take order, suggest and recommend appropriately. • Attend and respond to guests' needs promptly and professionally. • Setting up table arrangement and ensure cleanliness in the restaurant. • To perform other duties as assigned by superior. • 6 working days/week (44-hours) 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 8 hours/Day • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Full-Time • Location: <ul style="list-style-type: none"> - 120 Lower Delta Road
Restaurant Supervisor	<ul style="list-style-type: none"> • Able to perform shifts and work on weekends and Public Holidays. • Great customer service skills with a pleasant smile. • Able to work in fast-paced F&B environment with minimal supervision. • Able to start work in a short notice 	<ul style="list-style-type: none"> • Greeting and lead arriving guests to assigned table in a friendly manner, make them feel welcome and at ease. • Present Ordering IPad /Menu to the customers. • Attend to guest's request, be helpful and answer politely. • Recommend signature and popular dishes to customers. • Check food before presenting it to guest and ensure all items ordered are served accordingly. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 8 hours/Day • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Full-Time • Location: <ul style="list-style-type: none"> - 120 Lower Delta Road

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> • Seek customers' permission prior to clearing of the empty dishes. • Follow service procedures and familiarize yourself with the menu and be aware of special promotions or publicity campaigns to ensure that food is presented correctly. • Take incoming calls and provide information regarding respective restaurants. • Relay customer feedback or comments to the duty manager in charge. • Manage daily cashiering duty to ensure all transactions are accurate & done efficiently. • Ensure complete table set up according to service SOP. • To perform other duties as assigned by superior. • Work location: Various (https://www.sushitei.com/outlets/outlets.aspx) 	
Senior Cook 	<ul style="list-style-type: none"> • Able to perform shifts and work on weekends and Public Holidays. • Great customer service skills with a pleasant smile. • Able to work in fast-paced F&B environment with minimal supervision. • Able to start work in a short notice 	<ul style="list-style-type: none"> • Adhere to SOP on the preparation of food and provide guidance and training to rank & file staff. • Ensure that all workstations are clean, tidy and ready for the start and end of the business day. • Ensure hygiene, cleanliness, and safety of the counters/cooked food station always. • Uphold the hygiene standard of ingredient handling and the dishes served. • Ensure that the Kitchen worktop, cookers, ovens, 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 8 hours/Day • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Full-Time • Location: <ul style="list-style-type: none"> - 120 Lower Delta Road

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<p>grills, utensils, appliances, equipment, seafood tanks, and the kitchen floor are cleaned.</p> <ul style="list-style-type: none"> Assist in ordering and receiving ingredients and supplies. Prior to ordering, check the inventory levels of the ingredients and supplies under his/her care before ordering. Perform stock count for monthly closing inventory. 	
Assistant Leading Cook 	<ul style="list-style-type: none"> Able to perform shifts and work on weekends and Public Holidays. Great customer service skills with a pleasant smile. Able to work in fast-paced F&B environment with minimal supervision. Able to start work in a short notice 	<ul style="list-style-type: none"> Adhere to SOP on the preparation of food and provide guidance and training to rank & file staff. Ensure that all work stations are clean, tidy and ready for the start and end of the business day. Ensure hygiene, cleanliness, and safety of the counters/cooked food station at all times. Uphold the hygiene standard of ingredient handling and the dishes served. Ensure that the Kitchen worktop, cookers, ovens, grills, utensils, appliances, equipment, seafood tanks, and the kitchen floor are cleaned. Assist in ordering and receiving ingredients and supplies. Prior to ordering, check the inventory levels of the ingredients and supplies under his/her care before ordering. Perform stock count for monthly closing inventory. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> 8 hours/Day Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Full-Time Location: <ul style="list-style-type: none"> 120 Lower Delta Road

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Leading Cook 	<ul style="list-style-type: none"> • Able to perform shifts and work on weekends and Public Holidays. • Great customer service skills with a pleasant smile. • Able to work in fast-paced F&B environment with minimal supervision. • Able to start work in a short notice 	<ul style="list-style-type: none"> • Adhere to SOP on the preparation of food and provide guidance and training to rank & file staff. • Ensure that all workstations are clean, tidy and ready for the start and end of the business day. • Ensure hygiene, cleanliness, and safety of the counters/cooked food station at all times. • Uphold the hygiene standard of ingredient handling and the dishes served. • Ensure that the Kitchen worktop, cookers, ovens, grills, utensils, appliances, equipment, seafood tanks, and the kitchen floor are cleaned. • Assist in ordering and receiving ingredients and supplies. Prior to ordering, check the inventory levels of the ingredients and supplies under his/her care before ordering. • Perform stock count for monthly closing inventory. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 8 hours/Day • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Full-Time • Location: <ul style="list-style-type: none"> - 120 Lower Delta Road
Part Time (Waiter / Waitress) 	<ul style="list-style-type: none"> • Able to perform shifts and work on weekends and Public Holidays. • Great customer service skills with a pleasant smile. • Able to start work in a short notice 	<ul style="list-style-type: none"> • Responsible for providing courteous and efficient food & beverage services to the guests. • To present menu, take orders, suggest and recommend appropriately. • Attend and respond to guests' needs promptly and professionally. • Setting up table arrangement and ensure cleanliness in the restaurant. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - Minimum 3 Days/Week • Working Hours: <ul style="list-style-type: none"> - Minimum 5 hours/Day • Employment Type: <ul style="list-style-type: none"> - Part -Time • Job Type: <ul style="list-style-type: none"> - Part-Time • Location: <ul style="list-style-type: none"> - 120 Lower Delta Road

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> To perform other duties as assigned by superior 	
Part Time (Cook) 	<ul style="list-style-type: none"> No experience required as training will be provided. Able to perform shifts and work on weekends and Public Holidays. Great customer service skills with a pleasant smile. Able to start work in a short notice 	<ul style="list-style-type: none"> Adhere to SOP on the preparation of food and provide guidance Ensure that all work stations are clean, tidy and ready for the start and end of the business day. Ensure hygiene, cleanliness, and safety of the counters/cooked food station at all times. Uphold the hygiene standard of ingredient handling and the dishes served. Ensure that the Kitchen worktop, cookers, ovens, grills, utensils, appliances, equipment, seafood tanks, and the kitchen floor are cleaned. Assist in ordering and receiving ingredients and supplies. Prior to ordering, check the inventory levels of the ingredients and supplies under his/her care before ordering. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> Minimum 3 Days/Week Working Hours: <ul style="list-style-type: none"> Minimum 5 hours/Day Employment Type: <ul style="list-style-type: none"> Part-Time Job Type: <ul style="list-style-type: none"> Part -Time Location: <ul style="list-style-type: none"> 120 Lower Delta Road

#13 TAN TOCK SENG HOSPITAL

Tan Tock Seng Hospital (TTSH) is one of the longest serving and largest multi-disciplinary hospitals in Singapore. Recognised as the people's hospital, the 10,000-strong institution operates over 2,000 beds and covers more than 60 clinical disciplines. It anchors the 17-hectare HealthCity Novena, a strategic development to create an integrated community of healthcare, medical education and translational research.

The flagship hospital of the National Healthcare Group, TTSH plays a pivotal role in creating new models of care and adding years of healthy life to the people of Singapore.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Assistant Technician (Operating Theatre)	<ul style="list-style-type: none"> • Able to write and speak simple English • Able to carry heavy load / items • Not blood phobia • Able to perform 3 rotating shifts (6-Day Work, Rotating Off)¹- Able to write and speak simple English • Able to carry heavy load / items • Not blood phobia • Able to perform 3 rotating shifts (6-Day Work, Rotating Off) 	<ul style="list-style-type: none"> • Perform portering, housekeeping, dispatching duties, including maintaining and replenishing of Operating Theatre supplies. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 3-rotating shifts - 6-day work week, including weekends and public holidays • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - 11 Jalan Tan Tock Seng
Central Sterile Supplies Department Asst	<ul style="list-style-type: none"> • NIL 	<ul style="list-style-type: none"> • Stationed in the Central Sterile Supplies Department, you will be tasked to different stations - decontamination, assembly, inspecting, wrapping and sterilization of the surgical instruments and medical equipment. • Cleaning and washing • Sterilizing the tools and kits • Sort and assemble, protect/pack and label the instruments/equipment according to the checklist. • Maintain an accurate inventory of the medical instruments/equipment 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - Morning shift: 7am to 4pm or 8am to 5pm - Afternoon shift: 12pm to 9pm or 1pm to 10pm - Night shift: 8.30pm to 8am (1.5h break, 4-day work week) • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 11 Jalan Tan Tock Seng

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Cook (Food & Beverage Services)	<ul style="list-style-type: none"> Valid Food & Hygiene Certificate Comfortable in fast-paced work environment Good communication and interpersonal skills Able to perform staggering shift between 5am to 7pm including weekends and public holiday 	<ul style="list-style-type: none"> Prepare the daily ingredients, plating and dishing of meals, and ensure that meal quality standards are met. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 5 days with stagger working hours (first shift starts at 5am) Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 11 Jalan Tan Tock Seng
Food & Beverage Coordinator	<ul style="list-style-type: none"> Interest in food & nutrition and the various diet requirements Meticulous and able to work independently in a fast paced environment Competent in MS Outlook, Words & Excel Good communication and interpersonal skills Must be able to lift heavy objects Able to stand for long hours Able to work shifts including weekends and Public Holidays 	<ul style="list-style-type: none"> Taking/compile meal orders for private and special diet patients Take note of patient's dietary requirements and ensure that meals are dispatched to the wards timely and correctly. Attend and resolve patients' feedbacks Tabulate patients' feedback for management review 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 5 days with stagger working hours (first shift starts at 5am) Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> 11 Jalan Tan Tock Seng
Patient Information Associate (Visitor Experience Services)	<ul style="list-style-type: none"> NITEC / Higher NITEC / Diploma in Service Skills Service-oriented with a passion to serve Proficient in computer applications e.g. MS Office Comfortable to perform staggering shift (between 7.30am and 9pm) including weekends and PH. 	<ul style="list-style-type: none"> Engage visitors proactively and facilitate their visits to the in-patient wards by explaining the visiting policy and guiding them through the self-help registration process at the kiosks or at the registration counters. Attend to visitors' enquiries and handle 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 5 days with rotating shift (first shift starts at 7.30am) Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Contract Location:

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> 1 year customer service experience in fast-paced environment preferred Able to withstand long standing 	<ul style="list-style-type: none"> complaints including escalation and denial for entry after visiting hours. Attend to wayfinding & general enquiries from public and patients within the Healthcity Novena Campus. Provide assistance to patients at the various main entrances. 	<ul style="list-style-type: none"> 11 Jalan Tan Tock Seng
Patient Liaison Officer	<ul style="list-style-type: none"> 'O', 'A' Levels to Diploma At least 3-4 years working experience in healthcare industry or any service-related industries, especially in frontline or customer-facing roles Display service excellence and professionalism when interacting with patients/NOKs and managing tasks at all times Understands and adheres to ethical and professional standards in healthcare Meticulous and possess good organisational and coordination skills Good interpersonal and communication skills Driven, passionate and service minded Ability to exercise initiative, manage pressure and multi-task in a fast-paced environment 	<ul style="list-style-type: none"> Support all enquiries from private patients, external and internal stakeholders Co-ordinate appointments that best match patients' requests while ensuring all clinical and operational guidelines are met Arrange admissions and act as the single point of contact for patients, doctors and internal stakeholders Practice good listening and probing skills to understand patients' / NOKs' requests and identify their needs Ensure good communication with the patients and/or NOKs, to address their queries and requests (e.g. through the choice of words, speed of speech, voice tonality and clarity) Support initiatives to provide go-the-extra- 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> Mon - Thu, 8.30am to 6pm, Fri, 8.30am to 5.30pm. On rotation for 24/7 on-call duties (Will be rotated among the team). If on duty will be on-call for 1 week. Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Contract Location: <ul style="list-style-type: none"> 11 Jalan Tan Tock Seng

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		mile service to patients and NOKs <ul style="list-style-type: none"> • Handle complaints and difficult patients/NOKs tactfully and apply service recovery when necessary • Co-ordinate appointments with respective stakeholders in the hospitals and chaperone of VVIP/ VIP to ensure a seamless patient journey • Support direct admission and air evacuation 	
Patient Service Associate (Emergency Department)	<ul style="list-style-type: none"> • Possess good customer service and people skills • Able to communicate to people at all levels • Able to work in a highly stressful and dynamic environment • Proficient in computer applications 	<ul style="list-style-type: none"> • Handle registration of patients' visits • Appointment scheduling (handling both inbound and outbound calls and emails) • Billing and payment • Observation wards monitoring: prepare the necessary medical documents for doctors' review • Coordinate the admission and discharge of patients • Perform swab tests for patients 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 3-rotating shifts - 6-day work week, including weekends and public holidays (40hrs per week) - 7am to 3pm; 3pm to 10pm; 10pm to 8am • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - 11 Jalan Tan Tock Seng
Patient Service Associate (Financial Counselling)	<ul style="list-style-type: none"> • Diploma in any discipline/ GCE 'A'/'O' Level / Higher NITEC / NITEC in any disciplines • Preferably with frontline/customer services experience • Proficient in MS Excel 	<ul style="list-style-type: none"> • Perform the multiple tasks of patient registration, deposit collection and provide financial counselling. • Also be handling decant transfers of patients to other 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 3-rotating shifts - 6-day work week, including

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Able to work in a fast paced environment and able to multi-task • Might need to don PPE (Personal Protective Equipment) and N95 mask when the situation calls for the need to. • Must be able to perform 3 rotating shifts on a 6-day week including weekends and public holidays • Willing to work at Emergency Department and Ward areas. 	hospitals and other ad hoc administrative matters relating to patients' admission.	<p>weekends and public holidays</p> <ul style="list-style-type: none"> • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - 11 Jalan Tan Tock Seng

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Patient Service Associate (In patient Wards)	<ul style="list-style-type: none"> • Possess good customer service and people skills • Able to communicate to people at all levels • Able to work in a fast-paced and dynamic environment • Proficient in computer applications 	<ul style="list-style-type: none"> • Handle and facilitate the admission and discharge of patient's visit • Appointment scheduling <ul style="list-style-type: none"> • Administration of patient's records 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 2-rotating shift - 5-day work week, including weekend and public holiday - Inpatient PSA (1hr break) 8am – 5pm - 12pm - 9pm • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - 11 Jalan Tan Tock Seng


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Patient Service Associate (Specialist Outpatient Clinic)	<ul style="list-style-type: none"> • Possess good customer service and people skills • Able to communicate to people at all levels • Able to work in a fast-paced and dynamic environment • Proficient in computer applications 	<ul style="list-style-type: none"> • Handle registration of patients' visits • Appointment scheduling • Collection of payment and provide financial counseling, when necessary • Handle patients' medical records • Assist doctors with patient's medical reviews in the consultation rooms 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.5 Days/Week • Working Hours: <ul style="list-style-type: none"> - Mon to Fri (8am to 5pm; 8.30am to 5.30pm; 9am to 6pm), Sat (8am to 12pm; 8.30am to 12.30pm; 9am to 1pm) • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - 11 Jalan Tan Tock Seng

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Senior Customer Support Associate (Appointment Line)	<ul style="list-style-type: none"> • Possess a Professional Certificate/NITEC/Higher NITEC or Diploma • Strong communication skills with a patient-focused mindset • Attention to detail and ability to maintain accurate records • Capability to handle multiple tasks in a fast-paced environment • Professional and empathetic approach to patient concerns • Basic computer literacy • Team player with a positive attitude 	<ul style="list-style-type: none"> • Handle patient enquiries and appointment scheduling through multiple channels (phone, email, SMS) • Coordinate medical appointments across various specialties and clinics • Process referrals from primary care physicians and external specialists • Send appointment reminders and follow-up communications • Maintain accurate patient records in the hospital appointment system • Document all patient interactions in the CRM system • Provide clear guidance on appointment preparation and clinic locations • Support patients with special requirements or urgent medical needs 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.25 Days/Week • Working Hours: <ul style="list-style-type: none"> - Mon to Thurs (8.30am to 6pm) - Fri (8.30am to 5.30pm) - Alt Saturday • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - 11 Jalan Tan Tock Seng

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Senior Customer Support Associate (General Enquiry)	<ul style="list-style-type: none"> • Possess a Professional Certificate/NITEC/Higher NITEC or Diploma • Strong communication skills with a patient-focused mindset • Attention to detail and ability to maintain accurate records • Capability to handle multiple tasks in a fast-paced environment • Professional and empathetic approach to patient concerns • Basic computer literacy • Team player with a positive attitude 	<ul style="list-style-type: none"> • Responsible for handling general enquiries and appointment related requests for the hospital across all touch-points such as Calls/E-faxes/Referrals/Emails/SMS Chat/Live Chat. • Understand the requirements of the caller and provide complete and accurate information, go beyond the call of duty in assisting all enquiries and requests at all times • Responsible to provide quality customer service and prompt follow-up to callers/patients over the various mode of communications in alignment with hospital vision and mission. • Work as a team to deliver contact centre goals which includes personal productivity as well as department metrics like Service Level and Abandon Rates etc. • Manage difficult customers and follow up with proper escalation procedures • Maintain high level adherence and compliance towards policies, processes and procedures to deliver key performance 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 3 Rotating Shifts - 5 Day Work Week, including weekends and Pulis Holidays. • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Contract • Location: <ul style="list-style-type: none"> - 11 Jalan Tan Tock Seng



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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> • Be familiar with the service workflows and requirements as well as service recovery protocol. • Update and submit reports and documents promptly as per operational needs. • Participate, contribute and support hospital improvement initiatives. • Any other duties assigned by Supervisors/Executives /Assistant Manager/Manager. 	




Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Senior Technicians (Facilities Engineering) 	<ul style="list-style-type: none"> • Preference would be given for experience in a Hospital or Healthcare industry. Possesses technical and analytical knowledge in preventive maintenance and breakdown maintenance for equipment. • Knowledge in IT, Cybersecurity and Integration for equipment and systems will be an advantage 	<ul style="list-style-type: none"> • Facilities Engineering • Carry out the engineering maintenance programs on M&E services and non-clinical equipment. • Supervise the preventive maintenance works and breakdown repairs carried out by the contractors. • Commission new facilities and equipment. • Evaluate the proposal by user departments to condemn facilities/equipment or carry out improvement works. • Update the maintenance and breakdown records into the computerized system. • Update changes to improvement works in drawings and manuals. • Maintain the workshop facilities, tools and test equipment. • Operate the Facilities Control Centre helpdesk and store as and when required. • Identify and initiate spare parts procurements. • Inspect, test, service, troubleshoot all facilities and equipment to maximise their availability. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5.25 Days/Week • Working Hours: <ul style="list-style-type: none"> - Mon to Thurs (8:30am to 6pm) - Fri (8:30am to 5:30pm) - Alt Saturday • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - 11 Jalan Tan Tock Seng




#14 THE PROVIDORE SINGAPORE PTE.LTD.




The Providore Singapore Pte Ltd is a lifestyle brand offering a curated experience of food, coffee, wine, and retail. We operate cafés, bakeries, and retail outlets featuring artisanal produce, freshly prepared meals, specialty coffee, and fine wines. Beyond dining, our retail stores showcase premium ingredients, kitchenware, and gourmet products sourced from around the world. With a focus on quality and authenticity, The Providore creates a welcoming space where people can gather to enjoy good food, drinks, and company.





Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Assistant Lead Barista 	<ul style="list-style-type: none"> Min 1 year 	<ul style="list-style-type: none"> Support lead barista in operations; ensure consistency in quality; train junior baristas and manage stock of coffee supplies. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> 66 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide
Assistant Restaurant Lead 	<ul style="list-style-type: none"> Min 3 year 	<ul style="list-style-type: none"> Assist in supervising service team; support daily floor operations; handle guest issues; ensure adherence to SOPs. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> 66 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide




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Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Barista 	<ul style="list-style-type: none"> Min 1 year 	<ul style="list-style-type: none"> Prepare and serve coffee, espresso, and other beverages; maintain cleanliness of the bar station; engage with customers politely. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> 66 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide
Finance Manager 	<ul style="list-style-type: none"> Min 5 - 10 years 	<ul style="list-style-type: none"> Responsible for overseeing the financial health of the F&B business, including budgeting, forecasting, cost control, and financial reporting. They ensure accurate financial statements, manage P&L, and provide strategic insights to support operational and business decisions. Collaboration with operations, procurement, and senior management to improve profitability, monitor inventory costs, and ensure compliance with financial regulations. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 44 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide
Head Chef (Outlet) / Outlet Head Chef 	<ul style="list-style-type: none"> Min 3 - 5 years 	<ul style="list-style-type: none"> In charge of the entire kitchen team and operations at the outlet; responsible for 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours:

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		menu creation, cost control, quality standards, and kitchen performance.	<ul style="list-style-type: none"> - 66 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island wide
Junior Sous Chef 	<ul style="list-style-type: none"> • Min 3 years 	<ul style="list-style-type: none"> • Assists Sous Chef with food preparation, coordinates kitchen sections, and ensures food quality and timely service. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 66 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island wide
Logistics & Supply Chain Executive / Coordinator 	<ul style="list-style-type: none"> • Min 1 - 3 years 	<ul style="list-style-type: none"> • Coordinate inbound and outbound deliveries (suppliers to kitchen/outlets) • Maintain optimal inventory levels across multiple locations • Plan delivery routes and schedules • Handle warehouse or central kitchen logistics (if applicable) • Support cross-outlet stock transfers • Track and report on KPIs: delivery timeliness, spoilage, breakage, etc. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 66 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island wide
Multi-Outlet Head of Service 	<ul style="list-style-type: none"> • Min 3 - 5 years 	<ul style="list-style-type: none"> • Lead service operations across multiple outlets; standardize training, monitor KPIs, and ensure service excellence chain-wide. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 66 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location:

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
			- Island wide
Operations Manager 	<ul style="list-style-type: none"> Min 5 - 7 years 	<ul style="list-style-type: none"> Overseas daily restaurant operations across multiple outlets or a flagship location. Ensuring smooth front and back-of-house execution, guest satisfaction, cost control, staff performance, and compliance with hygiene and service standards. They also support budgeting, SOP implementation, and strategic development in line with company goals. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> 66 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide
Procurement & Sourcing Officer 	<ul style="list-style-type: none"> Min 3 - 5 years 	<ul style="list-style-type: none"> Develop and manage vendor relationships (local and overseas) Evaluate supplier performance: quality, reliability, pricing Forecast supply needs based on sales and seasonal trends Ensure procurement aligns with food safety and sustainability standards Negotiate contracts and monitor compliance Manage procurement budgets, reduce COGS 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> 66 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide
Restaurant Manager 	<ul style="list-style-type: none"> Min 3 - 5 years 	<ul style="list-style-type: none"> Oversee entire restaurant operations; manage staff, budgets, inventory, and customer service; uphold quality standards and safety regulations. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> 66 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
			<ul style="list-style-type: none"> • Location: <ul style="list-style-type: none"> - Island wide
Senior Sous Chef 	<ul style="list-style-type: none"> • Min 3 - 5 years 	<ul style="list-style-type: none"> • Leads kitchen operations in absence of Head Chef, trains team members, ensures consistency and quality across all dishes. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 66 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island wide
Service crew 	<ul style="list-style-type: none"> • Min 1 year 	<ul style="list-style-type: none"> • Take orders, serve food & beverages, clear tables, handle POS; ensure guest satisfaction and cleanliness of dining area. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 66 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island wide
Sous Chef 	<ul style="list-style-type: none"> • Min 3 - 5 years 	<ul style="list-style-type: none"> • Second-in-command in the kitchen; manages staff, oversees kitchen workflow, and supports Head Chef with planning and inventory. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 66 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island wide
Steward 	<ul style="list-style-type: none"> • Min 1 year 	<ul style="list-style-type: none"> • Handles dishwashing, general cleaning of kitchen equipment and areas, supports hygiene standards, and assists with waste management. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 6 Days/Week • Working Hours: <ul style="list-style-type: none"> - 66 Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Permanent • Location: <ul style="list-style-type: none"> - Island wide

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Stove Chef / Line Cook 	<ul style="list-style-type: none"> Min 1 year 	<ul style="list-style-type: none"> Prepare and cook dishes according to menu and recipes; maintain food safety standards and kitchen cleanliness; assist with prep work. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> 66 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide
Supervising Chef / Chef Supervisor 	<ul style="list-style-type: none"> Min 3 year 	<ul style="list-style-type: none"> Oversees a small kitchen team, ensures prep standards, maintains hygiene, and supports Sous Chef in daily operations. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> 66 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide
Trainee Chef / Apprentice Chef 	<ul style="list-style-type: none"> Min 1 year 	<ul style="list-style-type: none"> Learns basic kitchen operations, assists in food prep under supervision, and gains foundational culinary skills. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 6 Days/Week Working Hours: <ul style="list-style-type: none"> 66 Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Permanent Location: <ul style="list-style-type: none"> Island wide

#15 TIM HORTONS


Tim Hortons is a beloved Canadian brand founded in 1964, that offers premium coffee blends, freshly baked goods and hearty sandwiches. At Tim Hortons, we are committed to quality and community, creating a welcoming environment that celebrates diversity and inclusion.


In 2023, Tim Hortons launched in Singapore, officially opening its first store at VivoCity on 17 November 2023. This significant expansion signifies a brand-new chapter, delivering Tim Hortons' cherished Canadian spirit to a worldwide audience and paving the way for a growing presence in Singapore.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Assistant Store Manager 	<ul style="list-style-type: none"> At least 3 years' experience in the service industry with at least 2 year experience in a supervisory role Passion for F&B industry with proven experience in delivering excellent customer experiences Strong leadership, decision-making, and communication skills Ability to lead a team and resolve conflicts positively and efficiently Dependable, organized, and able to multitask under pressure Must be able to work a flexible schedule and fill in when required Willingness to work flexible hours, including early mornings, evenings, weekends, and holidays Excellent communication and interpersonal skills Strong attention to detail and a commitment to quality Reliable, punctual, and a positive team player 05-day work week (shift) 	<ul style="list-style-type: none"> Supervise and support team members during shifts to ensure smooth operations Deliver outstanding customer service and handle guest concerns professionally Delegate tasks and ensure timely completion of duties including prep, service, and cleaning Open and/or close the store following operational checklists and cash procedures Train, coach, and motivate team members to achieve performance goals Ensure food safety, cleanliness, and store presentation meet Tim Hortons standards Maintain inventory and assist with ordering supplies as needed Communicate effectively with management about staffing, operational needs, and feedback 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 44 Working Hours/Week Employment Type: <ul style="list-style-type: none"> Full-Time Job Type: <ul style="list-style-type: none"> Full-Time
Barista (Full Time)	<ul style="list-style-type: none"> No prior experience required — full training provided A passion for customer service and a positive attitude 	<ul style="list-style-type: none"> Preparing high-quality beverages, maintaining a clean and organized workspace, and ensuring each guest receives fast, friendly, and accurate service. 	<ul style="list-style-type: none"> Weekly Commitment: <ul style="list-style-type: none"> 5 Days/Week Working Hours: <ul style="list-style-type: none"> 44 Working Hours/Week Employment Type:

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> • Willingness to learn and grow within the role • Strong communication and interpersonal skills • Ability to multitask in a fast-paced environment • Reliable and punctual with a strong work ethic • Must be able to stand for extended periods and lift up to 25 lbs 		<ul style="list-style-type: none"> - Full-Time • Job Type: - Full-Time
Barista (Part Time)	<ul style="list-style-type: none"> • Passion for F&B industry and customer oriented • No prior experience required as training will be provided • Strong communication skills and works well in a team • Able to work in a fast-paced environment and handle multiple stations • Willing to engage in shift work, which includes work on weekends and PH • Able to commit for more than *06 months • Min *20 Hours Per Week 	<ul style="list-style-type: none"> • Preparing high-quality beverages, maintaining a clean and organized workspace, and ensuring each guest receives fast, friendly, and accurate service. 	<ul style="list-style-type: none"> • Weekly Commitment: - 5 Days/Week • Working Hours: - 20 Working Hours/Week • Employment Type: - Part-Time • Job Type: - Part-Time

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Kitchen Assistant	<ul style="list-style-type: none"> • Basic Food Hygiene Certificate is preferred (training can be provided). • Experience: • No prior experience required – training will be provided. • Experience in food preparation, baking, or working in a kitchen is an advantage. • Skills & Attributes: • Willing to learn and follow standard operating procedures. • Able to work in a fast-paced kitchen environment. • Reliable, responsible, and a team player. • Physically fit – able to stand for long hours and handle kitchen tasks. • Good hygiene habits and attention to cleanliness. 	<ul style="list-style-type: none"> • Prepare, bake, and glaze donuts in accordance with Tim Hortons' recipes and standards. • Ensure proper handling and portioning of ingredients. • Monitor baking times and ensure consistent product quality. • Perform simple cleaning duties such as washing trays, baking tools, and keeping the kitchen area neat and sanitary. • Assist in the daily setup and closing of the kitchen. • Follow food safety, hygiene, and sanitation guidelines always. • Work closely with front-of-house team to ensure smooth operations. 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 20 Working Hours/Week • Employment Type: <ul style="list-style-type: none"> - Part-Time • Job Type: <ul style="list-style-type: none"> - Part-Time

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Shift Leader (Manager on Duty) (Full Time) 	<ul style="list-style-type: none"> • At least 3 years' experience in the service industry with at least 1 years' experience in a supervisory role • Passion for F&B industry with proven experience in delivering excellent customer experiences • Strong leadership, decision-making, and communication skills • Ability to lead a team and resolve conflicts positively and efficiently • Dependable, organized, and able to multitask under pressure • Must be able to work a flexible schedule and fill in when required • Willingness to work flexible hours, including early mornings, evenings, weekends, and holidays • Excellent communication and interpersonal skills • Strong attention to detail and a commitment to quality • Reliable, punctual, and a positive team player 	<ul style="list-style-type: none"> • Supervise and support team members during shifts to ensure smooth operations • Deliver outstanding customer service and handle guest concerns professionally • Delegate tasks and ensure timely completion of duties including prep, service, and cleaning • Open and/or close the store following operational checklists and cash procedures • Train, coach, and motivate team members to achieve performance goals • Ensure food safety, cleanliness, and store presentation meet Tim Hortons standards • Maintain inventory and assist with ordering supplies as needed • Communicate effectively with management about staffing, operational needs, and feedback 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 44 Working Hours/Week • Employment Type: <ul style="list-style-type: none"> - Full-Time • Job Type: <ul style="list-style-type: none"> - Full-Time

Shift Leader (Manager on Duty) (Part Time) 	<ul style="list-style-type: none"> • Operation Requirements • At least 3 years' experience in the service industry with at least 1 year experience in a supervisory role • Passion for F&B industry with proven experience in delivering excellent customer experiences • Strong leadership, decision-making, and communication skills • Ability to lead a team and resolve conflicts positively and efficiently • Dependable, organized, and able to multitask under pressure • Must be able to work a flexible schedule and fill in when required • Willingness to work flexible hours, including early mornings, evenings, weekends, and holidays • Excellent communication and interpersonal skills • Strong attention to detail and a commitment to quality • Reliable, punctual, and a positive team player 	<ul style="list-style-type: none"> • Supervise and support team members during shifts to ensure smooth operations • Deliver outstanding customer service and handle guest concerns professionally • Delegate tasks and ensure timely completion of duties including prep, service, and cleaning • Open and/or close the store following operational checklists and cash procedures • Train, coach, and motivate team members to achieve performance goals • Ensure food safety, cleanliness, and store presentation meet Tim Hortons standards • Maintain inventory and assist with ordering supplies as needed • Communicate effectively with management about staffing, operational needs, and feedback 	<ul style="list-style-type: none"> • Weekly Commitment: <ul style="list-style-type: none"> - 5 Days/Week • Working Hours: <ul style="list-style-type: none"> - 20 Working Hours/Week • Employment Type: <ul style="list-style-type: none"> - Part-Time • Job Type: <ul style="list-style-type: none"> - Part-Time
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e2i Services

e2i Services

- Career Coaching & Job Matching
- SkillsFuture Advice

Meet an e2i Career Coach

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

<https://e2i.sg/cg-cp123?r=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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Explore this site to get this information:

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<https://e2i.sg.crp-yellow?r=qr>

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