

# e2i Built Environment Job Fair @Paya Lebar MRT

[Paya Lebar MRT Station, 30 Paya Lebar Road,  
51 Singapore 409006]

## JOB LISTING BOOKLET

Date: 20 to 26 April 2026

Time: 10am to 4pm



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](http://www.e2i.com.sg)

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**#1 BNL Services Pte Ltd**

Integrated Environmental Service Provider in Singapore.

Job Positions	Job Description / Job Requirement	Working Hours / Location
<b>Business Development Executive</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>Identify and pursue new business opportunities in commercial, residential, and government sectors.</li> <li>Develop and maintain strong relationships with developers, contractors, property managers, government agencies (e.g., NParks, BCA), and other stakeholders.</li> <li>Prepare proposals, quotations, and tenders.</li> <li>Address client inquiries and resolve issues promptly and professionally.</li> <li>Develop and implement business development strategies aligned with company goals.</li> <li>Source and prepare bids for tenders (especially public sector tenders via GeBIZ).</li> <li>Represent the company at industry events, trade shows, and networking sessions.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>Diploma/Degree in Business Administration or related field.</li> <li>Minimum 2–5 years' experience in landscaping or a related industry.</li> <li>Strong network within the construction, property, or government sectors in Singapore.</li> <li>Familiarity with Singapore's landscaping regulations and standards (e.g., NParks guidelines).</li> <li>Excellent communication and negotiation skills.</li> </ul>	<ul style="list-style-type: none"> <li>5 days</li> <li>9am - 6pm</li> <li>Full time/ Permanent</li> <li>Location: 486781</li> </ul>
<b>Cleaner</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>The Cleaner cleans and takes care of assigned areas.</li> <li>He/She may be required to carry out any other reasonable duties within the overall function of the job as directed by the Team Leader and Cleaning Supervisor.</li> <li>Some of the working areas include offices, shopping malls, schools, hospitals, commercial buildings and outdoor areas.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>Physically fit.</li> </ul>	<ul style="list-style-type: none"> <li>6 days</li> <li>7am-4pm   8am-5pm   7.30am-4.30pm</li> <li>Full time/ Permanent</li> <li>Location: 486781</li> </ul>
<b>Cleaning Supervisor</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>The Cleaning Supervisor oversees several project sites and their team of cleaners and cleaning tasks.</li> <li>He/She supervises cleaners to carry out their work.</li> <li>He/She inspects the work area cleaned by cleaners.</li> <li>He/She manages work schedule of cleaners and reallocates work to cover absences.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>Basic Programmes and Qualifications and GCE 'N' Level</li> </ul>	<ul style="list-style-type: none"> <li>6 days</li> <li>7am-4pm   8am-5pm   7.30am-4.30pm</li> <li>Full time/ Permanent</li> <li>Location: 486781</li> </ul>
<b>Dishwasher</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>Ensure assigned sites are cleaned properly.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>Possess a good working attitude, team player.</li> </ul>	<ul style="list-style-type: none"> <li>6 days</li> <li>11am-11pm</li> <li>Full time/ Permanent</li> <li>Location: 486781</li> </ul>

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Job Positions	Job Description / Job Requirement	Working Hours / Location
<b>Multi-Skilled Cleaner cum Machine Operator</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>The Multi-Skilled Cleaner cum Machine Operator is responsible for operating a variety of cleaning machinery and equipment to maintain project sites according to client expectations.</li> <li>Trained in the operation of equipment such as ride-on sweepers, ride-on scrubbers, steam cleaners, escalator cleaners, and ride-on pavement sweepers, this role involves performing multiple tasks across various sites.</li> <li>The operator also monitors and ensures that all cleaning equipment is properly maintained and in good working condition.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>Field of study: Mechanical Installation and Servicing and GCE 'N' Level.</li> </ul>	<ul style="list-style-type: none"> <li>6 days</li> <li>7am-4pm   8am-5pm   7.30am-4.30pm</li> <li>Full time/ Permanent</li> <li>Location: 486781</li> </ul>
<b>Stewarding Cleaner</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>We are looking for a reliable and detail-oriented Stewarding Cleaner to join our team.</li> <li>In this role, you will be responsible for maintaining cleanliness and hygiene in the kitchen, dining areas, and other back-of-house spaces.</li> <li>You will ensure that all cleaning tasks are completed to the highest standards, contributing to a safe and sanitary environment for staff and guests.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>Strong attention to detail and ability to follow cleaning protocols.</li> <li>Ability to work efficiently and as part of a team.</li> </ul>	<ul style="list-style-type: none"> <li>6 days</li> <li>11am-11pm</li> <li>Full time/ Permanent</li> <li>Location: 486781</li> </ul>
<b>Workplace Safety and Health Officer</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>Responsible for implementing and maintaining the organization's WSH procedures to promote a safe work environment.</li> <li>Perform safety audits and inspection of work sites to identify and correct potential hazards, and to ensure safety regulation compliance.</li> <li>Review effectiveness of implemented improvements on an on-going basis.</li> <li>Managing and overseeing the daily cleaning operations to meet client requirements.</li> <li>Liaising with clients to understand their needs and address any concerns or queries</li> <li>Identifying opportunities to enhance the efficiency and quality of our cleaning services.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>Possess Workplace Safety and Health Officer License.</li> <li>Knowledge of best practices and health safety regulations.</li> <li>Familiar with local regulatory requirements related to workplace safety, health and other safety aspects.</li> </ul>	<ul style="list-style-type: none"> <li>5.5 days</li> <li>9am - 6pm, 9am - 1pm</li> <li>Full time/ Permanent</li> <li>Location: 486781</li> </ul>

## 2 PEREGRINE SECURITY PTE LIMITED

Peregrine Security Pte. Ltd. was established in March 2006 and has since established itself as a leading provider of security solutions and consulting services to corporate across Singapore. It is a part of the INR 18 Billion Tenon Group which operates in India, the UK, and Singapore with over 80,000 employees based out of 78+ offices.

We partner and service commercial and industrial buildings, educational institutions, government organizations, hotels, service apartments, condominiums, shopping complexes, manufacturing industries, fishery ports, airports, logistics hubs, oil and gas installations, and many other established organisations.

Job Positions	Job Description / Job Requirement	Working Hours / Location
<b>CUSTOMER SERVICE / CONCIERGE</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>A Customer Service Representative is responsible for handling customer inquiries, resolving complaints, providing information about products and services, and ensuring a positive customer experience through effective communication and problem-solving.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>Must have excellent communication skills, a customer-focused attitude, basic computer proficiency, and the ability to handle inquiries and resolve issues calmly and efficiently, with prior customer service experience preferred.</li> </ul>	<ul style="list-style-type: none"> <li>5.5 days</li> <li>12 hours/day</li> <li>Full time /Permanent or Relief</li> <li>Location: 387298</li> </ul>
<b>SECURITY OFFICER / SENIOR SECURITY OFFICER</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>Security personnel are responsible for registering visitors and contractors, managing visitor passes and keys, and operating security monitoring and screening systems.</li> <li>They conduct routine patrols, respond to security and emergency incidents following SOPs, and provide personnel and vehicular access control.</li> <li>Additionally, they perform situational reports (sitreps) during each shift and manage traffic control.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>Completed Protected Area and Protected Places (PAPP) and Conduct Security Screening on Personnel &amp; Bags (CSSPB) course.</li> </ul>	<ul style="list-style-type: none"> <li>5.5 days</li> <li>12 hours/day</li> <li>Full time /Permanent or Relief</li> <li>Location: 387298</li> </ul>
<b>SPECIAL OPERATION OFFICER</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>The Special Operations Officer is responsible for supporting the daily forecasted deployment arranged by the operations team.</li> <li>They are also responsible for covering sites that require manpower due to officers being on medical leave (MC), absence, or personal leave.</li> <li>Deployment details are usually provided the day before, based on the assigned cluster sites.</li> </ul> <p><b>Job Requirement</b></p> <ul style="list-style-type: none"> <li>Any Rank from SO, SSO &amp; SS</li> <li>(With PAPP &amp; CSSPB is a Plus)</li> <li>(With or without own transport can apply).</li> </ul>	<ul style="list-style-type: none"> <li>5.5 days</li> <li>12 hours/day</li> <li>Full time /Permanent or Relief</li> <li>Location: 387298</li> </ul>

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### #3 PROSEGUR SINGAPORE PTE LTD

We provide Integrated Security Solutions with the best manned guarding, logistics, alarms, Cybersecurity and private security internationally.

Job Positions	Job Description / Job Requirement	Working Hours / Location
<b>Security Officer</b>	<p><b><u>Job Description</u></b></p> <ul style="list-style-type: none"> <li>Access Control, Patrolling, Incident Management, security officer duties.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>Must have valid Security License.</li> </ul>	<ul style="list-style-type: none"> <li>5.5 days</li> <li>12 hours/day</li> <li>Full Time / Permanent</li> <li>Location: 178957</li> </ul>
<b>Senior Security Supervisor</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>Leads a team of security officers, managing daily site operations, patrolling, and enforcing security protocols.</li> <li>They are responsible for client liaison, incident reporting, and ensuring compliance with regulations.</li> <li>Key duties include monitoring access, managing staffing, and coordinating emergency responses, often requiring a security licence and relevant experience</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>Must have valid Security License with at least SSO Rank.</li> </ul>	<ul style="list-style-type: none"> <li>5.5 days</li> <li>12 hours/day</li> <li>Full Time / Permanent</li> <li>Location: 018981</li> </ul>

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## #4 RE Sustainability Cleantech Pte Ltd.

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

Job Positions	Job Description / Job Requirement	Working Hours / Location
<b>Cleaning Supervisor</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>• Manage a site team.</li> <li>• Supervise General Cleaning operations.</li> <li>• Supervise Toilet Cleaning operations.</li> <li>• Plan and supervise periodical cleaning tasks.</li> <li>• Ad hoc cleaning as per Operations / Area Manager instruction.</li> <li>• Track and report daily attendance.</li> <li>• Perform quality checks and join inspection with OM and client</li> <li>• Handle feedback from clients</li> <li>• Interview and recruit cleaners.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>• Good leadership skills.</li> <li>• Always setting as a role model to the team.</li> <li>• Have good customer service quality and cleaning standards.</li> <li>• Good interpersonal and communication skills.</li> </ul>	<ul style="list-style-type: none"> <li>• Full time/ Permanent</li> <li>• Location: various</li> </ul>
<b>Driver Specialist (Class 4)</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>• Ensure mechanical motorised vehicles, tools and equipment are replenished, reinstated and maintained including and not limited to greasing, fluid top-ups, to ensure vehicle in tip-top working condition. Maintaining proper records and check as directed.</li> <li>• Upkeep of vehicle's interior and exterior and maintain its cleanliness.</li> <li>• Ensure safety measures are adhered to during operations.</li> <li>• Report of road hazards which can cause delays in collection services.</li> <li>• Complete any service/ delivery order forms as assigned whether in copy or digitally.</li> <li>• Any other duties as assigned/directed.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>• Possess a valid Singapore Class 4 Driving Licence at all times to perform the driver specialist duties.</li> <li>• A minimum of 3 years class 4 driving experience is preferred. *Candidate with related experience is added advantage.</li> <li>• To attend relevant training as directed whether it is on-the-job or training provider.</li> <li>• To abide with all the relevant regulatory bodies requirements.</li> <li>• Good working attitude with professional and safe driving skills.</li> <li>• Be reliable, punctual, and motivated with a strong work ethic.</li> </ul>	<ul style="list-style-type: none"> <li>• Full time/ Permanent</li> <li>• Location: various</li> </ul>

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Job Positions	Job Description / Job Requirement	Working Hours / Location
<b>General Cleaner</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>• The cleaner is responsible to carry out cleaning and maintenance duties to ensure the designated sites are in clean and orderly condition. These includes</li> <li>• Cleaning, stocking and supplying designated facility areas (dusting, sweeping, vacuuming, mopping, restroom cleaning and etc)</li> <li>• Performing and documenting routine inspection and maintenance activities.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>• Have a good level of hygiene and cleanliness.</li> <li>• Good and responsible team players.</li> <li>• Able to start immediately or short notice of period.</li> <li>• Open to retirees.</li> <li>• Willing to travel within an area.</li> </ul>	<ul style="list-style-type: none"> <li>• Full time/ Permanent</li> <li>• Location: various</li> </ul>
<b>Mobile Parking Warden</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>• Conduct daily inspections to ensure the optimal serviceability of Car Parking Systems.</li> <li>• Provide first-level troubleshooting for fault calls as assigned by the Call Centre or Supervisor.</li> <li>• Attend to ad-hoc requests related to Car Park issues, as directed.</li> <li>• Perform enforcement duties in car parks when required.</li> <li>• Assist during Audit Checks and provide necessary support.</li> <li>• Be available for overtime according to operational needs and the Supervisor's instructions.</li> <li>• Undertake any other tasks or responsibilities assigned by the Supervisor.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>• Valid motorcycle license and own a bike.</li> <li>• Observant, detail-oriented, and able to identify potential issues proactively.</li> <li>• Proactive in reporting and resolving faults.</li> <li>• Able to work rotating 8-hour shifts.</li> <li>• Basic understanding of Electronic Parking Systems (training will be provided)..</li> <li>• Responsible, disciplined, and able to work independently.</li> </ul>	<ul style="list-style-type: none"> <li>• Full time/ Permanent</li> <li>• Location: various</li> </ul>
<b>Restroom Cleaner</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>• The cleaner is responsible to carry out cleaning and maintenance duties to ensure the designated sites are in clean and orderly condition. These includes:</li> <li>• Cleaning, stocking and supplying designated facility areas (dusting, sweeping, vacuuming, mopping, restroom cleaning and etc).</li> <li>• Performing and documenting routine inspection and maintenance activities.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>• Have a good level of hygiene and cleanliness.</li> <li>• Good and responsible team players.</li> <li>• Able to start immediately or short notice of period.</li> <li>• Open to retirees.</li> <li>• Willing to travel within an area.</li> </ul>	<ul style="list-style-type: none"> <li>• Full time/ Permanent</li> <li>• Location: various</li> </ul>

## #5 SOVERUS PTE LTD

Soverus was set up on 23 Apr 2008 to provide Security and Risk Consultancy Services. The Company expanded its services including Security Guarding, Security Systems, Security Consultancy, Big-data Analytics, Cyber-Security and IT Forensics.

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Job Positions	Job Description / Job Requirement	Working Hours / Location
<b>Security Officer</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>Guarding, access control, patrol</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>Valid PLRD License.</li> </ul>	<ul style="list-style-type: none"> <li>6 days</li> <li>6 am to 6pm or 8am to 8pm</li> <li>Full time/ Permanent</li> <li>Location: various</li> </ul>
<b>Security Officer (Freelance)</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>Guarding, access control, patrol</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>Valid PLRD License.</li> </ul>	<ul style="list-style-type: none"> <li>3 days</li> <li>6 am to 6pm or 8am to 8pm</li> <li>Permanent/ Freelance</li> <li>Location: various</li> </ul>
<b>Senior Security Officer</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>Guarding, access control, patrol</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>Valid PLRD License.</li> </ul>	<ul style="list-style-type: none"> <li>6 days</li> <li>7am to 7pm or 8am to 8pm</li> <li>Full time/ Permanent</li> <li>Location: various</li> </ul>
<b>Senior Security Officer (Freelance)</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>Guarding, access control, patrol, monitoring security system.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>Valid PLRD License.</li> </ul>	<ul style="list-style-type: none"> <li>3 days</li> <li>7am to 7pm or 8am to 8pm</li> <li>Permanent/ Freelance</li> <li>Location: various</li> </ul>
<b>Security Supervisor</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>Lead the security team and manage daily security operation.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>Valid PLRD License.</li> </ul>	<ul style="list-style-type: none"> <li>6 days</li> <li>7am to 7pm or 8am to 8pm</li> <li>Full time/ Permanent</li> <li>Location: various</li> </ul>

## #6 UEMS

Founded in 1988 in Singapore, UEMS Solutions Pte. Ltd. began with a simple goal: to provide reliable housekeeping services to the healthcare and hospitality sectors. Over the decades, we've grown into a leading provider of Integrated Facilities Management (IFM) services, now supporting critical environments across healthcare, education, industrial, and commercial sectors.

Job Positions	Job Description / Job Requirement	Working Hours / Location
<b>Healthcare Attendant</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>• Orientate patients to assign beds/facilities.</li> <li>• Answer patient's calls and relay patient's requests to department-in-charge.</li> <li>• Attend to patient's basic needs e.g. toilet baths, bed sponging, serving of meals and drinks, feeding.</li> <li>• Conduct bedpan/urinal rounds; change patient's diapers.</li> <li>• Walk patients to toilet and assist them in toilets.</li> <li>• Monitor restless patients and ensure that they are safe and comfortable.</li> <li>• Chaperone female patients where required.</li> <li>• Clean spillages, discharges, vomit bowls, urinals as and when needed.</li> <li>• Maintain the tidiness and cleanliness of beds, lockers and non-patient rooms (e.g. storeroom).</li> <li>• Assist in inventory of linen and department items (e.g. flasks, pillows, bedpans).</li> <li>• Any other relevant duties as and when assigned by the Superior.</li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>• No experience required.</li> </ul>	<ul style="list-style-type: none"> <li>• 5 days -including weekend</li> <li>• 7am to 3pm 9am to 5pm 1pm to 9pm 3pm to 11pm 9pm to 7am (Rotating shift by roster)</li> <li>• Full Time / Permanent</li> <li>• Location: Sengkang /Novena</li> </ul>
<b>Healthcare Porters</b>	<p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>• Attend regular call meetings to know daily operational deployment.</li> <li>• Attend in-service training to learn new skills and service knowledge to perform portering services.</li> <li>• Carry out portering duties which include but are not limited to the following:               <ol style="list-style-type: none"> <li>a) With the help of ward staff, assist in transporting and transferring patients on trolley to the wards and to other hospitals, where required.</li> <li>b) With the help of ward staff, assist in receiving and transferring patients from and to the ambulance, where required.</li> <li>c) With the help of ward staff, assist fall risk patients on and off wheelchairs.</li> <li>d) Send patients to ancillary departments for treatment / examination.</li> <li>e) Accompany patients to allied health departments for treatment/examination, where required.</li> <li>f) Send and collect equipment/specimens/blood/x-rays films/case records from allied health/ancillary departments.</li> <li>g) Any other relevant duties as and when assigned by the Superior.</li> </ol> </li> </ul> <p><b>Job Requirement:</b></p> <ul style="list-style-type: none"> <li>• Able to know how to use mobile applications to attain job assignments by the controller.</li> <li>• Able to communicate in English.</li> </ul>	<ul style="list-style-type: none"> <li>• 6 days</li> <li>• 44 hours</li> <li>• Full Time / Permanent</li> <li>• Location: various</li> </ul>

Job Positions	Job Description / Job Requirement	Working Hours / Location
<b>Housekeepers</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>• Attend regular roll call meetings to know daily operational deployment.</li> <li>• Attend in-service training to learn new skills and service knowledge to perform housekeeping services.</li> <li>• Execute routine cleaning assignments at assigned areas (such as patient wards, compound areas, critical surgical areas, medical center, administration offices, laboratory areas, waiting compound areas and public restrooms).</li> <li>• Use various cleaning chemicals and disinfectants on deployed areas.</li> <li>• Operate machinery for project and periodic cleaning, disinfection on non-medical/medical equipment, if required.</li> <li>• Ensure the environmental service standards are met.</li> <li>• Escalate any matter/ feedback to the upline superior when necessary.</li> <li>• Undertake any other ad hoc duties as and when assigned by the superior.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>• No experience required.</li> </ul>	<ul style="list-style-type: none"> <li>• 6 days</li> <li>• 44 hours</li> <li>• Full Time / Permanent</li> <li>• Location: various</li> </ul>
<b>Housekeeping Team Leader /Supervisor</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>• Supervise a team of Housekeepers in carrying out our cleaning works and maintaining cleanliness of the assigned areas.</li> <li>• Conduct regular roll-call and ensure staff are properly attired and groomed, and necessary information cascaded during the roll-call.</li> <li>• Handle feedback and complaints, respond to customer's request promptly. To escalate to Superior when necessary.</li> <li>• Maintain and ensure that all equipment is clean, well labelled and in good working conditions.</li> <li>• Oversee the planning and scheduling of the Housekeepers.</li> <li>• Any other relevant duties as and when assigned by the Superior.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>• Minimum N' Level.</li> </ul>	<ul style="list-style-type: none"> <li>• 6 days</li> <li>• 44 hours</li> <li>• Full Time / Permanent</li> <li>• Location: various</li> </ul>
<b>Meal Service Associate</b>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>• Updating patient's meal requirements in meal ordering system.</li> <li>• Serving meals (Breakfast, Lunch, Dinner, Tea Break) &amp; collection of meal trays after meal service.</li> <li>• Preparation and serving of beverages.</li> <li>• Serving of adhoc beverages, snacks and supper.</li> <li>• General maintenance and stocking of ward pantry (includes wipe down of ward trolleys).</li> <li>• Gather patient feedback and attend to and resolve patients' feedback on meal related issues.</li> <li>• May be required to conduct beverage preparation in Central Kitchen.</li> <li>• Any other Meal Service Associate related work scope as required.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>• Minimum N' Level with relevant frontline customer service experience.</li> <li>• Able to read, write and speak English.</li> </ul>	<ul style="list-style-type: none"> <li>• 6 days</li> <li>• 6:45am to 3:15pm 12:30pm to 9pm</li> <li>• Full Time / Permanent</li> <li>• Location: Outram</li> </ul>

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Job Positions	Job Description / Job Requirement	Working Hours / Location
<p><b>Patient Service Associate</b></p>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>• Perform visitor registration, concierge services and information counter services.</li> <li>• Handle complaints/ feedback and resolve issues by performing service recovery.</li> <li>• To update or escalate to Team Leader of any incident that occurred, and steps taken to rectify issues.</li> <li>• Assist in kiosk registration, queue management, entry and exit access via gantries.</li> <li>• Attended patients/ visitors’ enquiries and feedback.</li> <li>• Provide way finding and wheelchair assistance.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>• Minimum N' Level with relevant frontline customer service experience.</li> <li>• Able to read, write and speak English.</li> </ul>	<ul style="list-style-type: none"> <li>• 5 days -including weekend</li> <li>• 7:30am to 5pm, 8am to 5:30 pm, 11:30am to 9pm 1pm to 10pm</li> <li>• Full Time / Permanent</li> <li>• Location: Outram</li> </ul>
<p><b>Public Area Cleaners</b></p>	<p><b><u>Job Description</u></b></p> <ul style="list-style-type: none"> <li>• Ensure all public restrooms and toilets are cleaned, and amenities are stocked at all times/</li> <li>• Maintain cleanliness of walls, floors, doors, and table tops as and when necessary, in the lobby area at all times.</li> <li>• Empty and clear trash bins in public areas</li> <li>• Maintain furniture and equipment in a serviceable condition and report any defects immediately to the superior.</li> <li>• Handle all lost and found properties by following the correct procedure.</li> <li>• Carry out any projects and assignments as directed by the Superior.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>• No experience required for this role.</li> </ul>	<ul style="list-style-type: none"> <li>• 6 days</li> <li>• 44 hours</li> <li>• 7am to 4pm 9am to 6 pm 2pm to 11pm 10pm to 7am</li> <li>• Full Time Permanent</li> <li>• Location: various</li> </ul>
<p><b>Room Attendant</b></p>	<p><b><u>Job Description:</u></b></p> <ul style="list-style-type: none"> <li>• Performing in daily cleaning of the guest room, common areas, and replenishment of amenities.</li> <li>• Ensuring the cleanliness of the guest rooms and the common area must meet the standard requirement by Management.</li> <li>• To carry out other duties as assigned by the housekeeping supervisor or the Management.</li> <li>• Handle housekeeping requests by guests.</li> <li>• To check and deliver the guest’s laundry to the guest room daily.</li> <li>• Able to handle all kinds of chemicals required for cleaning duties.</li> <li>• Undertake any other ad hoc duties as and when assigned by the superior.</li> </ul> <p><b><u>Job Requirement:</u></b></p> <ul style="list-style-type: none"> <li>• No experience required.</li> </ul>	<ul style="list-style-type: none"> <li>• 6 days</li> <li>• 7am to 4pm 9am to 6pm 2pm to 11pm 10pm to 7am</li> <li>• Full Time / Permanent</li> <li>• Location: various</li> </ul>

**#7 e2i Services**

Career Coaching &amp; Job Matching

- Skills Future Advice

We have compiled a list of resources for you to widen your search, sharpen your skills, and receive funding support.

**Meet an e2i Career Coach**

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



<https://e2i.com.sg/app>

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

**e2i Career Centre  
(Devan Nair Institute for Employment and  
Employability)**

80 Jurong East St 21,  
Level 2, Singapore 609607

**Operating Hours**

Mondays: 2:30pm – 5:00pm  
Tuesdays – Fridays: 9:00am – 5:00pm  
Saturdays: 9:00am – 1:00pm

**e2i Career Centre  
(One Marina Boulevard)**

1 Marina Boulevard, #B1-03,  
Singapore 018989

**Operating Hours**

Mondays: 2:30pm – 5:00pm  
Tuesdays – Fridays: 9:00am – 5:00pm  
Saturdays: 9:00am – 1:00pm

**e2i Career Centre  
(Our Tampines Hub)**

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

**Operating Hours**

Mondays: 2:30pm – 5:00pm  
Tuesdays – Fridays: 9:00am – 5:00pm  
Saturdays: 9:00am – 1:00pm

**e2i Career Centre  
(Woodlands Civic Centre)**

ServiceSG Centre Woodlands,  
900 South Woodlands Drive,  
#03-01 Woodlands Civic Centre,  
Singapore 730900

**Or make an appointment at any of our 23 Jobs & Skills Centres located island wide:**

<https://www.e2i.com.sg/locations/#SGUJSC>

## NTUC Job Security Council's Telegram Channels

Be alerted to daily on the latest job vacancies from hiring companies

Subscribe to **PMET Job-Alert**

(e.g. Analysts, Engineers, Executives, Technicians etc)

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



Subscribe to **Non-PMET Job-Alert**

(e.g. Temporary, Part-time jobs, Operators, Packer roles)

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



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