

SMRT

Recruitment

JOB LISTING BOOKLET

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

SMRT Corporation Ltd

SMRT is more than just a transportation company; SMRT is a trusted partner in keeping Singapore moving since 1987. SMRT is committed to shaping the transport landscape, connecting communities and enhancing transit lifestyle experiences in Singapore, and beyond. *SMRT – Moving People, Enhancing Lifestyles*. For more information, please visit <https://www.smrt.com.sg/>.

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
Assistant Station Manager (Thomson-East Coast Line)	<ul style="list-style-type: none"> • NITEC/ Higher NITEC in any discipline (Engineering disciplines will have added advantage) • Able to perform 3 rotating shift work based on a duty roster • Enjoys communicating with people and is service oriented • Able to work in a fast-paced and customer-facing environment • Possesses a service-oriented mindset and pleasant disposition • Able to multi-task effectively when responding to station operation requirements 	<p><u>Customer Service</u></p> <ul style="list-style-type: none"> • Monitors and performs first level of maintenance for AFC equipment such as fare gates and ticketing machines • Assists passengers with fare-related and directional enquiries, attends to unwell passengers and render first aid when necessary • Monitors CCTV and makes necessary Public Announcements • Acknowledge and responds to alarm status e.g. MFT, ISCS, fire alarm, PEC, ESP activation, etc. <p><u>Platform and Train Operations Duties</u></p> <ul style="list-style-type: none"> • Ensures passenger safety when commuters travel on escalators and boarding/ alighting from train • Attends to incidents and alarms at the platforms and trains, and to carry out hand signalman duties when required • Assists in detrainment of passengers when required • Provides travel directions for passengers travelling within the train system • Operates or manned the train so as to provide quick response towards train faults and alarms, while ensuring that any delays are kept to the minimal <p><u>Concourse Duties</u></p> <ul style="list-style-type: none"> • Carries out checks on illegally parked or abandoned bicycles or belongings • Conducts inspection and takes appropriate actions on passengers who use concession tickets illegally, travel without valid tickets, and those who flouts regulations, e.g. drinking, eating, and smoking in station premise 	<ul style="list-style-type: none"> • Various Locations • Shift Work

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		<p><u>Administrative Duties</u></p> <ul style="list-style-type: none"> • To liaise with cleaning personnel for station/ toilet cleaning • Reports any equipment fault to the Station Manager and files the fault reporting through the Maintenance Management System (MMS) <p><u>Opening and Closing of Station</u></p> <ul style="list-style-type: none"> • Opens and closes the station according to the timetable • Switches the station equipment on/ off before/ after traffic hours • Checks the station area for any passengers before closing of station • Facilitate track access during non-revenue hours, and checks for oil spills on the station platform tracks after the last Engineering Train had passed the station <p><u>Handles all train/ station incidents and emergencies</u></p> <ul style="list-style-type: none"> • Manages and reports all incidents and emergency situations relating to: • Staff and passenger (e.g. accident, assault, molest, etc.) • Trains (e.g. alarms, faults and manning of trains) • Passenger Service Centre (take local control of MFT functions due to failure of signalling equipment, responding to alarms/ defects) • Stations (e.g. crowd control, fire, bomb hoax, flooding, etc.) • Checks and ensures that appropriate signs are put up during any rail incidents or delays to keep passengers updated of progress • Assist in service recovery during train service disruption 	

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<p>Assistant Engineer, Heavy Maintenance (Circle Line)</p> <p>Assistant Engineer, Frontline Maintenance (Circle Line)</p>	<ul style="list-style-type: none"> • Diploma in Mechanical or Electrical Engineering from a recognized institution • Preferably at least 1 year of relevant experience in maintenance and troubleshooting of electro-mechanical equipment • Able to work at height (WAH) on the train roof, while donning the necessary WAH safety equipment • Able to work in a rotating shift system (day and/ or night shifts) without affecting his concentration at work • Fit and able to climb staircases and ladders, stand for sufficient duration (4 hours) to accomplish the required maintenance works • Lift and handle heavy machineries, tools, equipment, or spares of up to 10kg for men and 7kg for women • Able to work underframe of Trains, for sufficient duration (4 hours) which 	<ul style="list-style-type: none"> • Perform Preventive/ Corrective and Overhaul Maintenance of Circle Line (CCL) trains, fault attendance, fault diagnosis tests, troubleshooting, upgrading, and improvement works/ repairs of Passenger Vehicle (PV) and Plant Equipment • Plan and supervise work carried out by the team members • Plan team duty rosters in consultation with the supervisor • Disseminate to team members any instructions and procedures issued by supervisors • Carry out, preventive and corrective maintenance, overhaul maintenance, fault attendance, fault diagnosis tests, trouble-shooting upgrading, and improvement works/ repairs of PV and Plant Equipment • Lead the team in the general care and housekeeping of PV • Assist supervisors in conducting engineering analysis and investigations on incidents/ accidents • Raise corrective maintenance job orders and review upon completion when required • Record all faults reported, complete work orders and key in other input into the maintenance management system and any other recording system • Undertake any other tasks/ functions that are incidental or ancillary to the performance of the works assigned e.g. attending to mainline emergency incident • Certify work carried out by contractor for example train cleaning, pest control, train advertisement etc. • Perform RSD staff functions (e. g. certification of M/Cs, leave applications, monetary claims, etc.) • Drive the company vehicle for the purpose of work if required – Applicable to Qualified driver only (Class 3) 	<ul style="list-style-type: none"> • Various Locations • Shift Work

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>may require frequent squatting and bending</p> <ul style="list-style-type: none"> • Able to work under sheltered and non-sheltered area within SMRT Depots, for any other related operations/ tasks 	<ul style="list-style-type: none"> • Drive train within depot limit and shunt – Applicable to Qualified MTO only • Drive company forklift for purpose of work – Applicable to Qualified forklift driver only • Undertake any other tasks or functions that are incidental or ancillary to the performance of the works assigned by Supervisor when required: e.g., respond to OCC activation to recover trains that have stalled in the network, and passenger detrainment from stalled trains 	
<p>Technical Officer, Heavy Maintenance (Circle Line)</p> <p>Technical Officer, Frontline Maintenance (Circle Line)</p>	<ul style="list-style-type: none"> • NITEC in Engineering or equivalent • Relevant experience in maintenance and troubleshooting of electro-mechanical equipment is an added advantage • Able to work at height (WAH) on the train roof, while donning the necessary WAH safety equipment • Able to work in a rotating shift system (day and/ or night shifts) without affecting his concentration at work • Not be sensitive or allergic to Rolling Stock Materials, POLs (Petrol, Oils and Lubricants) and dust involved in the conduct of the work [Note that standard PPE of safety shoes, gloves, masks, and 	<ul style="list-style-type: none"> • Perform Preventive/ Corrective and Overhaul Maintenance of Circle Line (CCL) trains, fault attendance, fault diagnosis tests, troubleshooting, upgrading, and improvement works/ repairs of Passenger Vehicle (PV) and Plant Equipment • Conduct Preventive and Overhaul Maintenance on PV according to planned schedule • Perform Corrective Maintenance on PV and Plant Equipment as assigned by supervisors • Perform modifications on PV as assigned by supervisor • Provide attendance to contractor and personnel from other sections when others work or access into trains • Drive train within depot limit and shunt – Applicable to Qualified MTO only • Perform ground shunter duty when required • Drive company forklift for purpose of work – Applicable to Qualified forklift driver only • Drive company vehicle for the purpose of work – Applicable to Qualified and authorized drivers only (Class 3) • Undertake any other tasks or functions that are incidental or ancillary to the performance of the works assigned, e.g. attend to emergency mainline incident • Undertake any other tasks or functions that are incidental or ancillary to the 	<ul style="list-style-type: none"> • Various Locations • Shift Work

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	<p>hearing protection will be provided]</p> <ul style="list-style-type: none"> •Fit and able to climb staircases and ladders, stand for sufficient duration (4 hours) to accomplish the required maintenance works •Lift and handle heavy machineries, tools, equipment, or spares of up to 10kg for men and 7kg for women •Able to work underframe of Trains, for sufficient duration (4 hours) which may require frequent squatting and bending •Able to work under sheltered and non-sheltered area within SMRT Depots, for any other related operations/ tasks 	<p>performance of the works assigned by Supervisor when required: e.g. respond to OCC activation to recover trains that have stalled in the network, and passenger detrainment from stalled trains</p>	
<p>Technical Officer, Signal (Circle Line)</p>	<ul style="list-style-type: none"> •NITEC in Electrical Engineering •Able to work in shift pattern (permanent night, 3 rotating shifts, day shifts) based on operation needs or management discretion •Carrying of tool bag (5-12kg), distributed amongst 2-3 team members 	<ul style="list-style-type: none"> •Perform Preventive Maintenance (PM) and Corrective Maintenance (CM) works, repairs, overhaul servicing on all Circle Line (CCL) Signaling Systems and Equipment in accordance with quality and safety standards •Operate safely and efficiently all Signal Measuring, Test Equipment, Instruments and Tools •Perform tasks in compliance with relevant procedures and instructions contained in Quality Procedures, Work Specifications, Work Instructions, Signal Standing Instructions, and any relevant change instructions disseminated 	<ul style="list-style-type: none"> • Various Locations • Shift Work

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	<ul style="list-style-type: none"> •Walking on trackside (concrete slab track), up to 2km •Transportation, installation and dismantling of equipment (up to ~15kg), up to 100kg with hydraulic stacker •Staff required to perform maintenance on equipment installed on ground level at trackside, 30-45 minutes per item, 3.5h maximum at trackside •Required to climb ladder not more than 3m for equipment checks •Manual throwing of point machine (may require physical exertion) 	<ul style="list-style-type: none"> •Comply with and exercise safety at all times in accordance with all Safety Procedures •Responsible for the safety of self, peers at workplace; off and on trackside throughout working period •Carry-out the role of PIC and PM duties and responsibilities •Complete the necessary reports for the task at hand •Assist AE in planning scheduled PM work and perform timely CM •Carry out day-to-day monitoring of equipment performance and follow up where appropriate •Ensure authorized access to Signal Equipment Rooms and Installation •Ensure good housekeeping in workplace •Administrative duties, if required, electronic tablet, on trackside and in office 	
<p>Assistant Engineer, Engineering Train Maintenance (North-South East-West Lines)</p>	<ul style="list-style-type: none"> •Diploma in Engineering or equivalent •Preferably minimum 4 years in relevant experience leading maintenance teams and troubleshooting of electro-mechanical equipment •Not be sensitive or allergic to Rolling Stock Materials, POLs (Petrol, Oils and lubricants) and dust involved in 	<ul style="list-style-type: none"> •Lead a team of Technical Officers (TOs) to carry out scheduled Preventive Maintenance (PM) and Corrective Maintenance (CM) together on EMUs/ Component/ Equipment as assigned by managers •Ensure the team complies with all PM & CM works and related tasks with approved work instructions, quality procedures, safety and operational procedures, and good maintenance standards •Plan and coordinate within the team and other teams to complete the assigned maintenance tasks within the established standard time •Ensure the team has the necessary qualifications and authorization to carry 	<ul style="list-style-type: none"> • Various Locations • Shift Work

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>the conduct of the work [Note that standard PPE of safety shoes, gloves, masks and hearing protection will be provided]</p> <ul style="list-style-type: none"> • Able to work at height (WAH) on the train roof, while donning the necessary WAH safety equipment • Able to adapt to working in a shift system without affecting his concentration at work • Fit and able to climb staircases and ladders, stand for sufficient duration (4 hours) to accomplish the required maintenance works • Lift tools, equipment or spares of up to 10kg for men and 7kg for women • Able to work underframe of EMU for sufficient duration (4 hours) which may require frequent squatting and bending 	<p>out daily tasks and any assigned tasks by managers</p> <ul style="list-style-type: none"> • Attend the necessary skills courses to be able to carry out the maintenance and assigned tasks • Responsible for the safety, welfare and discipline of the team • Responsible for the upkeep of the team equipment/ tools and working environment • Plan team duty rosters in consultation with the Engineering Maintenance Manager • Disseminate any instructions and procedures issued by supervisors to the team members • Perform all necessary maintenance administration and documentation (e.g. record faults reported, raise maintenance work orders, complete work orders in maintenance management system and any other recording system) • Plan, supervise and lead a team of TOs to perform PM/ CM on locomotives/ Specialized Track Maintenance Vehicles (STMVs) • Perform shunting or ground shunter duties, as assigned by supervisors • Operate ground support equipment and tools safely in accordance with general handling practices, as assigned by supervisors • Drive locomotives or STMVs within depot sidings, test track and maintenance tracks, as assigned by supervisors • Any other ah-hoc duties as assigned 	
<p>Technical Officer, Engineering Train Maintenance (North-South East-West Lines)</p>	<ul style="list-style-type: none"> • NITEC in Engineering or equivalent • Preferably 2 to 3 years relevant experience in maintenance and 	<ul style="list-style-type: none"> • Carry out scheduled Preventive Maintenance (PM) and Corrective Maintenance (CM) on EMUs/ Equipment/ Component assigned by supervisor • Execute and comply with all PM & CM works and related tasks with the 	<ul style="list-style-type: none"> • Various Locations • Shift Work

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<p>Technical Officer, Heavy Maintenance (North-South East-West Lines)</p> <p>Technical Officer, Rolling Stock (North-South East-West Lines)</p>	<p>troubleshooting of electro-mechanical equipment</p> <ul style="list-style-type: none"> • Not be sensitive or allergic to Rolling Stock Materials, POLs (Petrol, Oils and Lubricants) and dust involved in the conduct of the work [Note that standard PPE of safety shoes, gloves, masks and hearing protection will be provided] • Able to work at height (WAH) on the train roof, while donning the necessary WAH safety equipment • Able to work in a rotating shift system (day and/ or night shifts) without affecting his concentration at work • Fit and able to climb staircases and ladders, stand for sufficient duration (4 hours) to accomplish the required maintenance works • Lift and handle heavy machineries, tools, equipment or spares of up to 10kg for men and 7kg for women • Able to work underframe of EMU for sufficient 	<p>approved quality procedures and work instructions</p> <ul style="list-style-type: none"> • Execute and comply all tasks with the approved safety and operational procedures • Attend the necessary skills courses to be able to carry out the maintenance tasks • Responsible for the upkeep of the working environment • Carry out PM/ CM, minor overhaul/ overhaul work, fault attendance, fault diagnosis tests, trouble-shooting upgrading and improvement works / repairs of North-South East-West Lines (NSEWL) Trains & depot equipments & facilities • Assist team leader in conducting engineering analysis and investigations on incidents/ accidents • Record all faults reported, complete work orders and key in other input into the maintenance management system and any other recording system • Undertake any other tasks/ functions that are incidental or ancillary to the performance of the works assigned e.g. attending to mainline emergency incident • Certify work carried out by contractor for example train cleaning, pest control, train advertisement, etc. • Provide attendance to contractor and personnel from other sections for work or access into depot siding, depot facilities and trains • Operate depot equipment for overhaul work • Drive the company vehicle for the purpose of work • Drive train within depot limit • Perform ground shunting duty • Drive company forklift for purpose of work — Applicable to Qualified forklift driver only 	

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	duration (4 hours) which may require frequent squatting and bending •Able to work under the sun for train shunting and other related operations		