

# e2i Skills and Career Fair @ YewTee Point

## 21 April 2026

### Lifestyle Sector Jobs

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

# Participating Companies

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## #1 Duck King One

A dynamic duck rice store emerged at 60 stalls, Yung Sheng Road and Market. It's renowned for its Teochew-style duck rice, the stall's flavourful dishes became a local sensation. The fragrant duck and perfectly cooked rice drew in a loyal community, turning the stall into a cherished gathering spot.

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
<b>Administrative Assistant</b>	<ul style="list-style-type: none"> <li>• Minimum GCE-O Level</li> <li>• Minimum 2 years of administrative or office support experience, preferably within the food service industry</li> <li>• Proficiency in Microsoft Office</li> </ul>	<ul style="list-style-type: none"> <li>• Provide administrative support to Director of Operations, central kitchen team and general F&amp;B operations</li> <li>• Manage daily office operations, including handling phone calls, emails, and correspondence</li> <li>• Assist with scheduling, leave applications, all data concerning in F&amp;B department</li> <li>• Assist with procurement, distribution, and inventory of office and operational supplies for outlets</li> <li>• Provide administrative support to the Finance Department, including processing invoices, verifying supporting documents, maintaining proper filing systems, and assisting with basic finance-related administrative tasks.</li> <li>• Any other duties as directed</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Working Hours:</b> 5 days / week</li> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Job Type:</b> Permanent</li> <li>• <b>Location:</b> 3791 Jalan Bukit Merah (S)159471</li> </ul>
<b>Delivery Driver</b>	<ul style="list-style-type: none"> <li>• Possesses a valid Class 3 Singapore Driving License with good driving records and familiar with Singapore roads</li> <li>• Physically fit, able to carry, load and unload packages up to 30kg</li> <li>• Team player with positive working attitude</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure the timely and accurate delivery of goods to specified locations, following the planned route</li> <li>• Conduct daily inspections of the truck to ensure it is in good working condition, reporting any mechanical issues for prompt repairs</li> <li>• Safely load, secure, and unload goods from the truck,</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Working Hours:</b> 6 days / week</li> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Job Type:</b> Permanent</li> <li>• <b>Location:</b> NA</li> </ul>

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> <li>• Able to speak Basic Chinese/English to converse with Chinese/English speaking customers</li> <li>• Candidates with relevant experience will be an added advantage</li> <li>• Candidate with Food Hygiene certificate will be an added advantage</li> <li>• Able to work shift - weekends and public holiday</li> </ul>	<ul style="list-style-type: none"> <li>ensuring proper handling to prevent damage</li> <li>• Abiding by all transportation laws and maintaining a safe driving record</li> <li>• Preparing reports and other documents relating to deliveries</li> <li>• Upkeep cleanliness/tidiness of vehicle and report necessary maintenance as required</li> <li>• Ensure compliance with local traffic rules and regulations</li> <li>• Any other duties as directed</li> </ul>	
<p><b>Kitchen Assistant</b></p>	<ul style="list-style-type: none"> <li>• Minimum of 1 – 2 years in Kitchen operations</li> <li>• Works effectively to promote harmony and teamwork</li> <li>• Able to speak Basic Chinese/English to converse with Chinese/English speaking customers</li> <li>• Able to work shift - weekends and public holidays</li> <li>• Candidate with Food Hygiene certificate will be an added advantage</li> </ul>	<ul style="list-style-type: none"> <li>• Cook and prepare food for customers as per the standard recipes</li> <li>• Slightly modify recipes to meet customers’ needs and requests (e.g. reduce salt, remove dairy)</li> <li>• Ensure food is prepared in a timely manner and appealing plate presentation</li> <li>• Ensure general cleanliness and hygiene in food preparation and storage are in accordance to NEA and SFA guidelines</li> <li>• Check stock level, order and replenish of stock in FIFO order</li> <li>• Ensure that all the kitchen equipment is in good working order and reports any faults or damage</li> <li>• Wash, stacks, sorts, and stores dishes, glassware, utensils, and cookware</li> <li>• Maintains a clean kitchen and keeps dish area organized and free of clutter</li> <li>• Maintains clean, dry floors throughout the shift</li> <li>• Assists in storing food deliveries</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Working Hours:</b> 6 days / week</li> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Job Type:</b> Permanent</li> <li>• <b>Location:</b> NA</li> </ul>


Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> <li>• Monitors trash cans throughout shift, making sure to removes full trashcans and boxes as needed and at the end of each shift</li> <li>• Any other duties as assigned</li> </ul>	

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## #2 Jollibee Singapore

Famous Fried Chicken Brand with growing presence in Singapore! Origin from Philippines, Jollibee is a bustling network of more than 800 restaurants worldwide that adheres to the highest standards of food quality, service and cleanliness for more than 35 years.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
Service / Kitchen Crew	<ul style="list-style-type: none"> <li>Physically Fit</li> </ul>	<p><b>Kitchen Crew:</b></p> <ul style="list-style-type: none"> <li>Food preparation.</li> <li>Operate kitchen equipment such as Grill, Fryer etc.</li> <li>Maintain cleanliness of kitchen at all times and assist in any ad-hoc duties assigned.</li> <li>Assist in managing the operation of the kitchen.</li> <li>Ensure the food hygiene standards.</li> </ul> <p><b>Service Crew:</b></p> <ul style="list-style-type: none"> <li>Deliver excellent customer service to all customers.</li> <li>Ensure that all customers' orders are properly keyed into the POS accurately.</li> <li>Cashiering duties.</li> <li>Maintain cleanliness and hygiene of the store at all times.</li> <li>Assist Restaurant Managers in ensuring smooth daily operations.</li> </ul>	<ul style="list-style-type: none"> <li><b>Working Hours:</b> 5.5 days/ week, 44 hours / week</li> <li><b>Employment Type:</b> Full Time</li> <li><b>Location:</b> 10 Eunos Road 8 (S)408600</li> </ul>
Senior HR Executive 	<ul style="list-style-type: none"> <li>Bachelor's degree in Human Resources Management, Business Administration, Business Management, or a related field</li> <li>Minimum of 5 years' experience in Human Resources sector, with a focus on Talent Acquisition and Recruitment</li> <li>Proven communicator with stakeholder management skills, possessing the ability to</li> </ul>	<p><b>Key Responsibilities</b></p> <ul style="list-style-type: none"> <li>Serve as the primary HR representative, providing advisory support on all HR-related matters to internal stakeholders.</li> <li>Take the lead in attracting, interviewing, and hiring new talent to join our growing team. You'll manage the full recruitment lifecycle, from job posting to offer negotiation, and ensure seamless candidate experience.</li> <li>Managing the process of work pass applications, ensuring</li> </ul>	<ul style="list-style-type: none"> <li><b>Working Hours:</b> Mon-Fri, 9am-6pm</li> <li><b>Employment Type:</b> Full Time</li> <li><b>Location:</b> 10 Eunos Road 8 (S)408600</li> </ul>


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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	<p>build rapport across all levels</p> <ul style="list-style-type: none"> <li>• Ability to work within deadlines and well-organised in handling multiple on-going projects</li> <li>• Proficient in Microsoft Office, especially in preparing professional presentations and reports</li> <li>• Passionate about the F&amp;B industry and motivated by business growth and innovation</li> <li>• Excellent command of written and spoken English</li> <li>• IHRP-CP certification an added advantage</li> </ul>	<p>timely execution, renewal of work passes.</p> <ul style="list-style-type: none"> <li>• Make recommendations on existing processes and assist in formulating HR policies, in consideration of the effectiveness and efficiency of the processes, and ensure organization stays compliance to the local legislation.</li> <li>• Assist with employee dispute and grievances handling through effective communication, guidance and mentoring to the restaurant operations</li> <li>• Manage and execute end-to-end HR operations, including onboarding, confirmation, resignation, internal transfers, and handling staff requests.</li> <li>• Contribute actively to regional HR initiatives and company-wide projects as assigned by the superior</li> </ul>	

## #3 Koufu

Koufu Group is one of Singapore's leading food and beverage operators, known for managing diverse dining concepts that bring quality food and memorable experiences to the community. We operate food courts, coffee shops, quick-service restaurants, and lifestyle dining establishments, supported by our own central kitchen to ensure consistency and efficiency. With a strong emphasis on service excellence, innovation, and maintaining high food standards, Koufu Group continues to enhance everyday dining while creating vibrant social spaces across Singapore.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
<b>Area Manager (Kiosk Division)</b> 	<ul style="list-style-type: none"> <li>• Proven experience in multi-store management, preferably in F&amp;B or retail.</li> <li>• Strong leadership and team management skills.</li> <li>• Excellent communication and problem-solving abilities.</li> <li>• Ability to analyze data and drive performance improvements.</li> <li>• Flexibility to travel between outlets and work on weekends/public holidays.</li> <li>• Strong business acumen and a results-driven mindset.</li> </ul>	<ul style="list-style-type: none"> <li>• Oversee daily operations across multiple outlets.</li> <li>• Ensure consistency in service quality and operational standards.</li> <li>• Monitor sales performance and implement strategies to achieve targets.</li> <li>• Lead, train, and motivate store managers and their teams.</li> <li>• Conduct regular store visits to ensure compliance with company policies.</li> <li>• Manage budgets, inventory, and resources efficiently.</li> <li>• Handle customer feedback and resolve issues promptly.</li> <li>• Drive initiatives to improve customer satisfaction and store performance.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Working Hours:</b> 6 days/ week</li> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Location:</b> NA</li> </ul>
<b>Counter Crew (Koufu) (FT/PT)</b>	<ul style="list-style-type: none"> <li>• Able to stand long working hours.</li> <li>• Able to withstand warm environment.</li> <li>• Can commit on weekends.</li> </ul>	<ul style="list-style-type: none"> <li>• Cashier duties</li> <li>• Prepare and serve food &amp; beverage items in assigned counters such as Desserts, Dim Sums, Drinks, and Fruits.</li> <li>• Comply with company's SOP when preparing of product to achieve the product's GP profit target.</li> <li>• Deliver quality products and services to meet the expectations of customers.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Working Hours:</b> <b>FT:</b> 5 days/ week <b>PT:</b> 4 days/ week</li> <li>• <b>Location:</b> NA</li> </ul>

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> <li>• Upkeep the facility to ensure the outlet is well maintained.</li> <li>• Ensure the property in line with strict hygiene, health, cleanliness, and workplace safety guidelines.</li> <li>• Responsible to check and tally inventory.</li> <li>• You will be required to faithfully perform the duties of the position in which you are engaged and any other duties that may be assigned to you from time to time.</li> <li>• Ensure compliance with the rules and regulations of the Company, safety &amp; health standards as well as quality standards.</li> </ul>	
<b>Driver</b>	<ul style="list-style-type: none"> <li>• Class 3 license.</li> <li>• Comfortable with delivering non-halal food.</li> <li>• Experienced with delivery of food.</li> </ul>	<ul style="list-style-type: none"> <li>• Drive Company Van / Lorry – Class 3 (can drive home)</li> <li>• Check order forms and invoices before leaving office</li> <li>• Plan Delivery Routes before Delivery</li> <li>• After Delivery, ensure customer's freezer, chiller door or shutters are closed properly before leaving the premises</li> <li>• Ensure DO is being signed before leaving customer's premises</li> <li>• Any other job duties assigned by Factory Manager.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Location:</b> NA</li> </ul>
<b>Food Court Management (Koufu)</b> 	<ul style="list-style-type: none"> <li>• With passion in working F&amp;B industry and its operational processes.</li> <li>• Diploma in F&amp;B, supply chain or related disciplines</li> <li>• Minimum 3 years' experience in Food court operation</li> <li>• Bilingual in both English and Mandarin (written</li> </ul>	<p><b>Operations</b></p> <ul style="list-style-type: none"> <li>• Manage and ensure smooth operation of the food court (aircon/ non-aircon).</li> <li>• Ability to lead and set directions as well as provide guidelines to the operation team according to company SOPs and operational workflows.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Working Hours:</b> 6 days/ week</li> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Location:</b> NA</li> </ul>


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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	<p>and spoken) to liaise with English and Chinese-speaking stakeholders</p> <ul style="list-style-type: none"> <li>• Able to work on weekends and Public Holidays</li> <li>• Ability to foster positive working relationships</li> <li>• Strong leadership quality with excellent analytical and decision-making skills</li> <li>• Basic computer literacy including Microsoft Office and Google Suite</li> </ul>	<ul style="list-style-type: none"> <li>• Provide development plans to team members in accordance with the company's KPI.</li> <li>• Monitor the outlet's Profit and Loss and provide solutions to improve the bottom line.</li> <li>• Responsible for the collection of monthly stall rentals.</li> <li>• Propose activities according to market needs.</li> <li>• Provide yearly sales budget proposals for the outlet.</li> <li>• Maintain good working relationships with landlords, relevant authorities/ agencies, and stall tenants.</li> <li>• Assist inspectors of relevant authorities/ agencies such as NEA, SFA and Civil Defense during outlet inspection and follow-up actions.</li> <li>• Liaise with landlords on building matters, joint promotions and events.</li> <li>• In-charge for lease renewal agreement, negotiating and follow-up on terms of lease with stall tenants.</li> <li>• Responsible for sourcing and recommending suitable food types to fill up vacant stalls and to ensure that all vacant stalls are filled</li> <li>• Conduct regular checks on the hygiene, service standards and quality of products, and provide feedback internally and to stall tenant.</li> <li>• Ensure selling prices of stalls according to agreements.</li> <li>• Assess and provide evaluation of stall tenants' performance.</li> <li>• Supervise and provide guidance to stall tenants and cleaning contractors to</li> </ul>	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		<p>provide high quality of service and achieve housekeeping excellence.</p> <ul style="list-style-type: none"> <li>• Conduct daily roll calls, weekly and monthly outlet’s meeting</li> <li>• To plan and carry out M&amp;E works according to schedule.</li> </ul> <p><b>Administration</b></p> <ul style="list-style-type: none"> <li>• Planning work schedule of the team.</li> <li>• Review staff performance and provide recommendations on staff confirmation, promotion and training to enhance their work performance.</li> <li>• Handle disciplinary issues, grievances, disputes and work tension among the team.</li> <li>• Handles the termination procedures as per company’s guideline.</li> <li>• Effectively communicate company policies and procedures to team members, and stall tenants etc.</li> <li>• Accountable for outlet float money, petty cash and daily sales collection.</li> <li>• Responsible for ensuring stall tenants’ daily sales received are correct and being bank in.</li> <li>• Timely submission of outlet reports.</li> <li>• Prepare and submit monthly reports to Area Manager.</li> <li>• Ensure proper cost control on all expenses according to budget.</li> <li>• Carry out necessary actions against stall tenants and contractors for non-conformance in service, housekeeping and agreements.</li> </ul>	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
<p><b>Management Associate (Koufu/Dough Culture/ Ninefresh)</b> </p>	<ul style="list-style-type: none"> <li>• With passion in working F&amp;B industry and its operational processes.</li> <li>• Degree in F&amp;B, supply chain or related disciplines</li> <li>• Ability to foster positive working relationships</li> <li>• Strong leadership quality with excellent analytical and decision-making skills</li> <li>• Basic computer literacy including Microsoft Office and Google Suite</li> </ul>	<ul style="list-style-type: none"> <li>• Any other assigned tasks</li> <li><b>(a) Outlet Drink Stall Operations</b></li> <li>• Manage and ensure smooth operation of the Drink stall within the food court or coffeeshop.</li> <li>• Manage transactions with customers’ order using cash registers / Point-of-Sale (POS) Systems.</li> <li>• Collection of payments whether in cash, credit card, coupon, Net card, cashless payment, etc.</li> <li>• Provide excellent customer service by maintaining a positive, empathetic, and professional attitude toward customers at all times</li> <li>• Responding promptly to customer inquiries.</li> <li>• Ability to follow company SOPs, operational workflows and guidelines when preparing and serving food and beverage items at assigned counters such as Desserts, Dim Sums, Drinks, Fruits or A Taste of Nanyang.</li> <li>• Ensure product wastage is controlled to meet the product's gross profit (GP) target</li> <li>• Drive sales performance through upselling and cost control.</li> <li>• Responsible for driving sales performance by upselling, cost control and developing new products.</li> <li>• Monitor and control the supply levels of perishable and non-perishable items, plan a schedule for ordering and process orders using the e-PR system.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Working Hours:</b> 6 days/ week</li> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Location:</b> NA</li> </ul>

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> <li>• Conduct monthly stock-take and ensure supply comply with First-In-First-Out (FIFO) inventory guide.</li> <li>• Understudy F&amp;B supervisor on planning work schedule of the team to ensure effective schedule to achieve productivity and salary budget.</li> <li>• Understudy F&amp;B supervisor on recruitment, training and developing F&amp;B staff.</li> <li>• Involve in creating new in-house products.</li> </ul> <p><b>(b) External Customer Relationship Management</b></p> <ul style="list-style-type: none"> <li>• To retain 100% stall occupancy through effective tenant relationship</li> <li>• To uphold quality control in food products sold in the tenant stalls</li> <li>• To handle customers' and landlord's feedback and identify lapses of outlet's services</li> </ul> <p><b>(c) Outlet Operations Management</b></p> <ul style="list-style-type: none"> <li>• Work proactively with the Maintenance Department to fix outlet's hygiene and maintenance issues in a timely manner. Ensure the outlet is well-maintained at all times and is in line with the Workplace Safety and Health (WSH) guidelines</li> <li>• Perform daily sales bank-in.</li> <li>• Achieve monthly sales target and FD rental income target.</li> <li>• To ensure smooth operations during opening, mid and closing shifts.</li> </ul>	

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> <li>• To uphold quality control in food &amp; beverage products sold in the FB stalls</li> <li>• Prepare reports at the end of shift/week.</li> <li>• Ensure stalls comply with all necessary hygiene, health and safety, and licensing requirements.</li> <li>• Monitor and control the supply levels of perishable and non-perishable items, plan a schedule for ordering and process orders using the e-PR system.</li> <li>• You will be required to faithfully perform the duties of the position in which you are engaged and any other duties that may be assigned to you from time to time.</li> <li>• Ensure compliance with the rules and regulations of the Company, safety &amp; health standards as well as quality standards.</li> </ul>	
<p><b>Production Worker (Gourmet)</b></p>	<ul style="list-style-type: none"> <li>• Able to stand long working hours.</li> <li>• Able to withstand warm environment.</li> </ul>	<p>RESPONSIBILITIES :</p> <ol style="list-style-type: none"> <li>1) Operation of machinery to produce food products as assigned.</li> <li>2) Produce, pack, and consolidation of food items as required by orders from clients.</li> <li>3) Ensure the overall cleanliness of the factory and operating areas.</li> <li>4) Follow instruction and produce products according to target given and quality.</li> <li>5) Maintain good manufacturing practices and ensure the factory cleanliness.</li> <li>6) Ensure the overall cleanliness of the factory and operating areas</li> <li>7) Be responsible for simple maintenance tasks</li> </ol>	<ul style="list-style-type: none"> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Location:</b> NA</li> </ul>

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		8) Any other job duties as assigned by your immediate superior.	
<b>Service Crew</b> (Ninefresh / Dough Culture / Pang Pang Kopi / R&B Tea / V Coffee) (FT/PT)	<ul style="list-style-type: none"> <li>• Able to stand long working hours.</li> <li>• Able to withstand warm environment.</li> <li>• Can commit on weekends.</li> </ul>	<ul style="list-style-type: none"> <li>• Cashier duties</li> <li>• Prepare and serve food &amp; beverage items in assigned counters</li> <li>• Comply with company’s SOP when preparing of product to achieve the product’s GP profit target.</li> <li>• Deliver quality products and services to meet the expectations of customers.</li> <li>• Upkeep the facility to ensure the outlet is well maintained.</li> <li>• Ensure the property is in line with strict hygiene, health, cleanliness, and workplace safety guidelines.</li> <li>• Responsible for checking and tally inventory.</li> <li>• You will be required to faithfully perform the duties of the position in which you are engaged and any other duties that may be assigned to you from time to time.</li> <li>• Ensure compliance with the rules and regulations of the Company, safety &amp; health standards as well as quality standards.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Working Hours:</b>                          FT: 5 days/ week                          PT: 4 days/ week</li> <li>• <b>Location:</b> NA</li> </ul>


## #4 Niku Iku (Wok Hey)

We are an equal-opportunity company that celebrates people-centricity, development and diversity. We believe that anyone with the right aptitude and attitude deserves a chance and we want to grow people alongside the growth of the brand.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
<b>Area Manager</b> 	<ul style="list-style-type: none"> <li>At least 4-5 years of relevant F&amp;B managerial experience.</li> <li>Team player with good leadership and communication skills.</li> <li>Able to work in fast paced environment.</li> </ul>	<ul style="list-style-type: none"> <li>Manage and take charge of operations for designated outlets.</li> <li>Responsible for manpower management and training.</li> <li>Ensure staff compliance to Company Standard Operating Procedures.</li> <li>Ensure right inventory mix and adequate stock levels.</li> <li>Maintain high standards of product quality and hygiene across assigned outlets.</li> <li>Oversee maintenance requirements of kitchen equipment and store build.</li> <li>Lead and motivate outlet staff in achieving sales targets and customer satisfaction.</li> <li>Evaluate operational procedures and suggest improvements.</li> <li>Any other ad-hoc operational duties as required.</li> </ul>	<ul style="list-style-type: none"> <li><b>Working Hours:</b> 5 days/ week</li> </ul> <p>Rotating shifts based on below</p> <ul style="list-style-type: none"> <li>9.00am to 8.30pm</li> <li>9.30am to 9.00pm</li> <li>10.00am to 9.30pm</li> <li>10.30am to 10.00pm</li> </ul> <ul style="list-style-type: none"> <li><b>Employment Type:</b> Full Time</li> <li><b>Location:</b> 55 Serangoon North Avenue 4, Ang Mo Kio, (S)555859</li> </ul>
<b>Assistant Outlet Manager</b> 	<ul style="list-style-type: none"> <li>Able to withstand high heat</li> <li>Able to stand for long hours</li> </ul>	<ul style="list-style-type: none"> <li>Plan and manage manpower at the kiosk.</li> <li>Order inventory from suppliers.</li> <li>Grill and stew dishes according to the company's standards.</li> <li>Prepare food at the backend for grilling and stewing.</li> <li>Ensure that all food and sauce portions are according to company's standards.</li> <li>Ensure that kiosk area is clean and hygienic.</li> </ul>	<ul style="list-style-type: none"> <li><b>Working Hours:</b> 5 days/ week</li> </ul> <p>Rotating shifts based on below</p> <ul style="list-style-type: none"> <li>9.00am to 8.30pm</li> <li>9.30am to 9.00pm</li> <li>10.00am to 9.30pm</li> </ul>

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
			<ul style="list-style-type: none"> <li>• 10.30am to 10.00pm</li> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Location:</b> 55 Serangoon North Avenue 4, Ang Mo Kio, (S)555859</li> </ul>
<p><b>Chef</b></p>	<ul style="list-style-type: none"> <li>• Able to withstand high heat</li> <li>• Able to stand for long hours</li> <li>• Open to work in open concept kitchen</li> </ul>	<ul style="list-style-type: none"> <li>• Grill and stew dishes according to the company's standards.</li> <li>• Prepare food at the backend for grilling and stewing</li> <li>• Top up salad bar counter with prepared food.</li> <li>• Ensure that all food and sauce portions are according to company's standards.</li> <li>• Ensure that kiosk area is clean and hygienic.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Working Hours:</b> 5 days/ week</li> <li>Rotating shifts based on below</li> <li>• 9.00am to 8.30pm</li> <li>• 9.30am to 9.00pm</li> <li>• 10.00am to 9.30pm</li> <li>• 10.30am to 10.00pm</li> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Location:</b> 55 Serangoon North Avenue 4, Ang Mo Kio, (S)555859</li> </ul>
<p><b>Management Trainee</b> </p>	<ul style="list-style-type: none"> <li>• Able to withstand high heat</li> <li>• Able to stand for long hours</li> <li>• Open to work in open concept kitchen</li> </ul>	<ul style="list-style-type: none"> <li>• Assist Outlet Manager in managing outlet operations.</li> <li>• Order and manage inventory from suppliers.</li> <li>• Ensure good customer service in accordance with company's standards.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Working Hours:</b> 5 days/ week</li> <li>Rotating shifts based on below</li> <li>• 9.00am to 8.30pm</li> </ul>

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> <li>• Oversee maintenance requirements of kitchen equipment and store build.</li> <li>• Grill and stew dishes according to company’s standards.</li> <li>• Prepare food at the backend for grilling and stewing</li> <li>• Ensure that all food and sauce portions are according to company’s standards.</li> <li>• Ensure that kiosk area is clean and hygienic.</li> </ul>	<ul style="list-style-type: none"> <li>• 9.30am to 9.00pm</li> <li>• 10.00am to 9.30pm</li> <li>• 10.30am to 10.00pm</li> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Location:</b> 55 Serangoon North Avenue 4, Ang Mo Kio, (S)555859</li> </ul>

## #5 Select Group



Select Group has been the leading food service provider to people from all walks of life in Singapore for more than 30 years.

The Group manages thousands of dedicated staff trained in all aspects of the food service industry.


With extensive experience in the F&B industry, Select Group has established a substantial brand presence in events catering and institutional catering, as well as Chinese dining, food retail, fast food and themed food courts in Singapore.

To increase its variety of offerings, Select Group has ventured into ready-to-eat- meal production.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
<b>Accounts Executive</b> 	<ul style="list-style-type: none"> <li>• Good computer literacy skills</li> <li>• Customer service attitude</li> </ul>	<ul style="list-style-type: none"> <li>• Account Payable Specialist</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Working Hours:</b> 5 days/ week 8.30am - 6pm</li> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Job Type:</b> Permanent</li> <li>• <b>Location:</b> 24A Senoko South Road, Select Group Building (S)758099</li> </ul>
<b>Admin Executive</b> 	<ul style="list-style-type: none"> <li>• Good computer literacy skills</li> <li>• Customer service attitude</li> </ul>	<ul style="list-style-type: none"> <li>• Attending to customers and processing of daily contracts orders</li> <li>• Tallying of daily event orders</li> <li>• Liaising with Accounts department for payments receivable</li> <li>• Submission of invoices on various sales platforms</li> <li>• Ordering of equipment from supplier/vendors for catering events</li> <li>• Consolidation and calculation of Payment for Tingkat services</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Working Hours:</b> 5 days/ week 8.30am - 6pm</li> <li>• <b>Employment Type:</b> Full Time</li> <li>• <b>Job Type:</b> Permanent</li> <li>• <b>Location:</b> 24A Senoko South Road, Select Group Building (S)758099</li> </ul>

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> <li>Any other Ad-hoc Administrative duties, such as stationery ordering when necessary</li> </ul>	
<p><b>Food Packer</b></p>	<ul style="list-style-type: none"> <li>Sort, inspect, and pack food products according to company standards and specifications.</li> <li>Ensure all packages are properly labeled with accurate information (e.g., product name, weight, and expiration date).</li> <li>Maintain a clean and sanitary work area, adhering to all food safety and hygiene regulations.</li> <li>Work collaboratively with team members to meet daily production goals.</li> <li>Perform quality checks on products to identify and remove any defective items.</li> <li>Assist with other general kitchen or warehouse duties as assigned.</li> </ul>	<ul style="list-style-type: none"> <li>Assisting the Food Manufacturing kitchen in handling daily food packing in the Production Kitchen to ensure order fulfilment of customer orders in bulk quantities.</li> </ul>	<ul style="list-style-type: none"> <li><b>Working Hours:</b> 5 days/ week 7am - 3pm</li> <li><b>Employment Type:</b> Full Time</li> <li><b>Job Type:</b> Permanent</li> <li><b>Location:</b> 24A Senoko South Road, Select Group Building (S)758099</li> </ul>
<p><b>Human Resource Officer</b> </p>	<ul style="list-style-type: none"> <li>Perform data entry of new hires into the HRIS with accuracy and timeliness.</li> <li>Prepare and issue Letters of Appointment, contract addendums, and other HR-related documents.</li> <li>Ensure all employee documentation is complete, updated, and properly recorded in the HRIS and personnel files.</li> </ul>	<ul style="list-style-type: none"> <li>Assisting the HR department in daily administrative tasks, including work pass management and employee data administration and upkeep.</li> </ul>	<ul style="list-style-type: none"> <li><b>Working Hours:</b> 5 days/ week 8.30am - 6pm</li> <li><b>Employment Type:</b> Full Time</li> <li><b>Job Type:</b> Permanent</li> <li><b>Location:</b> 24A Senoko South Road, Select Group</li> </ul>

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> <li>• Maintain confidentiality and integrity of employee data.</li> <li>• Provide administrative support to the HR team on day-to-day tasks as required.</li> <li>• Assist in compliance-related activities aligned with Singapore employment regulations.</li> <li>• Perform any other tasks or responsibilities as assigned by Management in alignment with business needs.</li> </ul>		Building (S)758099

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## #6 Watami


The company was founded by Miki Watanabe in 1984. In 1992, the first ever “WATAMI” restaurant opened in Tokyo.

To spread the Japanese food culture and hospitality to other parts of the world, WATAMI opened its first shop abroad in Hong Kong in 2001, followed by Taiwan in 2005, and last but not least, Singapore in 2009, and other regions throughout the years.

Providing an enjoyable and casual taste of Japanese delicacies for customers outside Japan, with more than 450 restaurants in Asia, and 6 shops established in Singapore, WATAMI promises a comfortable dining experience at reasonable prices.

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
<b>Dishwasher</b>	<ul style="list-style-type: none"> <li>No experience needed, just a strong work ethic, good attitude, and the ability to handle a fast-paced environment.</li> <li>Applicants should be comfortable standing for long hours and working shifts, including weekends and public holidays.</li> </ul>	<ul style="list-style-type: none"> <li>Ensuring the availability of clean dishes and cutlery by washing dishes, pots, pans and cutlery.</li> <li>Preparing kitchen for next shift by restocking dishes and cutlery at respective cook stations.</li> <li>Cleaning machines and appliances used in kitchen, such as pots, and pans etc.</li> <li>Taking out the trash.</li> <li>Supporting other restaurant staff members by assisting with other tasks, as needed.</li> </ul>	<ul style="list-style-type: none"> <li><b>Working Hours:</b> 5 days / week 44 hrs / week</li> <li><b>Employment Type:</b> Full Time</li> <li><b>Locations:</b> 1 Pasir Ris Close (S)519599, The Star Vista (S)138617, 201 Victoria Street (S)188067, 11 Bidadari Park Drive (S)367803, 9 Bishan Place (S)579837, 2 Orchard Turn (S)238801, 80 Mandai Lake Road (S)729826</li> </ul>
<b>Kitchen Crew</b>	<ul style="list-style-type: none"> <li>Basic F&amp;B kitchen experience will be a plus point.</li> </ul>	<ul style="list-style-type: none"> <li>Preparing and cooking food orders for all customers according to Watami’s service standard and procedures.</li> </ul>	<ul style="list-style-type: none"> <li><b>Working Hours:</b></li> </ul>

Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> <li>No need for fancy experience, just a good attitude, willingness to learn, and ability to work well under pressure.</li> <li>If applicants enjoy working in a fast-paced kitchen and have an interest in Japanese food, that is a big plus.</li> <li>Applicants will need to be okay with shifts, including weekends and holidays.</li> <li>Teamwork and hygiene are super important in this role.</li> </ul>	<ul style="list-style-type: none"> <li>Preparation work of Kitchen opening and closing operation hours.</li> <li>Maintain quality, service &amp; cleanliness at all times according to Watami's standards.</li> <li>Food production: make sure the end product and the cooking process conforms to Watami's standard and procedures, and at the same time has good sense of preventing and recording of losses.</li> </ul>	<p>5 days / week 44 hrs / week</p> <ul style="list-style-type: none"> <li><b>Employment Type:</b> Full Time</li> <li><b>Locations:</b> 1 Pasir Ris Close (S)519599, The Star Vista (S)138617, 201 Victoria Street (S)188067, 11 Bidadari Park Drive (S)367803, 9 Bishan Place (S)579837, 2 Orchard Turn (S)238801, 80 Mandai Lake Road (S)729826</li> </ul>
<b>Management Trainee</b> 	<ul style="list-style-type: none"> <li>This role is perfect for someone who is eager to learn all aspects of restaurant operations, from front-of-house service to kitchen workflow and team management. Applicants do not need years of experience, but you should have a strong interest in F&amp;B, a willingness to take on challenges, and a positive, team-first attitude.</li> </ul>	<ul style="list-style-type: none"> <li>Provide service to all customers according to Watami's service standard and procedures.</li> <li>Responsible for the preparation work of Hall opening and closing operation hours.</li> <li>Maintain quality, service &amp; cleanliness at all times according to Watami's standards</li> <li>Able to handle all stations at an independent level.</li> <li>Other leader and manager job scope.</li> </ul>	<ul style="list-style-type: none"> <li><b>Working Hours:</b> 5 days / week 50 hrs / week</li> <li><b>Employment Type:</b> Full Time</li> <li><b>Locations:</b> 1 Pasir Ris Close (S)519599, The Star Vista (S)138617, 201 Victoria Street (S)188067,</li> </ul>

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Job Positions	Job Requirements	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> <li>As a trainee, applicants will be guided by experienced managers and gradually take on more responsibility.</li> <li>Applicants must be open to shift work, including weekends and public holidays, and willing to work hard to grow into a leadership role.</li> </ul>		<p>11 Bidadari Park Drive (S)367803, 9 Bishan Place (S)579837, 2 Orchard Turn (S)238801, 80 Mandai Lake Road (S)729826</p>
<p><b>Service Crew</b></p>	<ul style="list-style-type: none"> <li>Applicants who enjoy working with people, have a positive attitude, and are willing to learn.</li> <li>Experience in food service is a plus, but not a must.</li> <li>We will provide training and guidance.</li> <li>Job scope includes helping with taking orders, serving food, keeping the place clean, and making sure our guests have a great dining experience.</li> <li>A basic interest in Japanese food and culture is a bonus.</li> <li>Applicants should be alright with shift work, including weekends and public holidays.</li> </ul>	<ul style="list-style-type: none"> <li>Provide service to all customers according to Watami’s service standard and procedures.</li> <li>Responsible for the preparation work of Hall opening and closing operation hours.</li> <li>Maintain quality, service &amp; cleanliness at all times according to Watami’s standards.</li> <li>Promote Watami Japanese dining culture and introduce the specific dining manner of certain cuisine.</li> <li>Any other job-related duties requested from senior staff.</li> </ul>	<ul style="list-style-type: none"> <li><b>Working Hours:</b> 5 days / week 44 hrs / week</li> <li><b>Employment Type:</b> Full Time</li> <li><b>Locations:</b> 1 Pasir Ris Close (S)519599, The Star Vista (S)138617, 201 Victoria Street (S)188067, 11 Bidadari Park Drive (S)367803, 9 Bishan Place (S)579837, 2 Orchard Turn (S)238801, 80 Mandai Lake Road (S)729826</li> </ul>

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### e2i Services

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- SkillsFuture Advice

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## 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

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Our Tampines Hub  
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