

# Career Success Job Fair @ Buangkok CC

## 3 June 2025

### JOB LISTING BOOKLET



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

#### About e2i (Employment and Employability Institute)

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






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## #1 CHAGEE Singapore


*At CHAGEE, we are Passionate Purveyors of TEA, and it is the very heart and soul of our business. Our journey is fueled by a deep-rooted commitment to sourcing, crafting, and sharing the finest teas from around the world. With a relentless pursuit of quality, innovation, and sustainability, we have emerged as industry leaders, redefining the tea experience.*

*We are now a major tea beverage brand, with contemporary oriental tea brewed products, using premium tea leaves. CHAGEE has more than 5,000 stores in the world; including China, Singapore, Malaysia, Thailand etc.*

*Backed by a vigorous corporate and team culture, we believe our people are the most valuable assets in spearheading CHAGEE's global expansion.*

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Assistant Store Manager</b> 	<ul style="list-style-type: none"> <li>• Passionate, responsible, highly motivated and proactive individuals</li> <li>• Prior working experience in fast-moving beverages or F&amp;B operations</li> <li>• Knowledge of P&amp;L management</li> <li>• Effective verbal and written communication skills</li> <li>• Ability to establish effective working relationships with all internal and external stakeholders</li> <li>• Capacity to work in a fast-paced environment and handle multiple tasks simultaneously</li> <li>• Work and collaborate as a team to achieve and ensure smooth operational success</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for both the strategic and operational work of the store team</li> <li>• Manage the P&amp;L activities of the store, including net sales, revenue, recruitment, inventory, cost management etc.</li> <li>• Monitor and maintain integrity of stores operation and the provision of services</li> <li>• Ensure quality control and assurance standards are met</li> <li>• Team management; including training, performance and productivity</li> <li>• Mentor team in achieving targets and successful provision of CHAGEE experience</li> <li>• Serves as main representative between store and customers</li> <li>• Partner Operations team in planning, development and implementation of short to long term objectives</li> </ul>	<ul style="list-style-type: none"> <li>• 44 hours</li> <li>• Island-wide</li> </ul>
<b>Part-Time Tea Barista</b>	<ul style="list-style-type: none"> <li>• Passionate, responsible, highly motivated and proactive individuals</li> <li>• Prior working experience as a Barista or in a similar F&amp;B capacity advantageous. No</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare beverages according to standardised recipes and customer preferences</li> <li>• Utilise proper brewing techniques and equipment to ensure the quality and</li> </ul>	<ul style="list-style-type: none"> <li>• 35 hours</li> <li>• Island-wide</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>relevant experience? No worries, training will be provided for all employees at our dedicated training centre</p> <ul style="list-style-type: none"> <li>• Ability to work in a fast-paced environment and handle multiple tasks simultaneously</li> <li>• Work and collaborate as a team to achieve and ensure smooth operational success</li> </ul>	<p>consistency of each beverage served</p> <ul style="list-style-type: none"> <li>• Prepare drinks by following the prescribed recipes and preparation techniques</li> <li>• Accurately process customer orders, handle cash and electronic payments</li> <li>• Serve as ambassador in providing full-fledged CHAGEE service experience to all customers</li> <li>• Act in compliance with operational policies and procedures</li> <li>• Maintain cleanliness and sanitation standards in the tea barista area, including brewing equipment, serving utensils, and workstations to meet the requirements of Health &amp; Safety and Hygiene Protocols</li> <li>• Always ensure sufficient stock by monitoring tea inventory levels, reporting discrepancies, restocking supplies, handling stock delivery upon arrival as needed and communicating inventory needs to management</li> </ul>	
<b>Senior Tea Barista</b>	<ul style="list-style-type: none"> <li>• Passionate, responsible, highly motivated and proactive individuals</li> <li>• Prior working experience as a Barista or in a similar F&amp;B capacity advantageous. No relevant experience? No worries, training will be provided for all employees at our dedicated training centre</li> <li>• Ability to work in a fast-paced environment and</li> </ul>	<ul style="list-style-type: none"> <li>• Prepare beverages according to standardised recipes and customer preferences</li> <li>• Utilise proper brewing techniques and equipment to ensure the quality and consistency of each beverage served</li> <li>• Prepare drinks by following the prescribed recipes and preparation techniques</li> <li>• Accurately process customer orders, handle cash and electronic payments</li> </ul>	<ul style="list-style-type: none"> <li>• 44 hours</li> <li>• Island-wide</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>handle multiple tasks simultaneously</p> <ul style="list-style-type: none"> <li>• Work and collaborate as a team to achieve and ensure smooth operational success</li> </ul>	<ul style="list-style-type: none"> <li>• Serve as ambassador in providing full-fledged CHAGEE service experience to all customers</li> <li>• Act in compliance with operational policies and procedures</li> <li>• Maintain cleanliness and sanitation standards in the tea barista area, including brewing equipment, serving utensils, and workstations to meet the requirements of Health &amp; Safety and Hygiene Protocols</li> <li>• Always ensure sufficient stock by monitoring tea inventory levels, reporting discrepancies, restocking supplies, handling stock delivery upon arrival as needed and communicating inventory needs to management</li> </ul>	
<b>Store Manager</b> 	<ul style="list-style-type: none"> <li>• Passionate, responsible, highly motivated and proactive individuals</li> <li>• Prior working experience in fast-moving beverages or F&amp;B operations</li> <li>• Knowledge of P&amp;L management</li> <li>• Effective verbal and written communication skills</li> <li>• Ability to establish effective working relationships with all internal and external stakeholders</li> <li>• Capacity to work in a fast-paced environment and handle multiple tasks simultaneously</li> <li>• Work and collaborate as a team to achieve and</li> </ul>	<ul style="list-style-type: none"> <li>• Responsible for both the strategic and operational work of the store team</li> <li>• Manage the P&amp;L activities of the store, including net sales, revenue, recruitment, inventory, cost management etc.</li> <li>• Monitor and maintain integrity of stores operation and the provision of services</li> <li>• Ensure quality control and assurance standards are met</li> <li>• Team management; including training, performance and productivity</li> <li>• Mentor team in achieving targets and successful provision of CHAGEE experience</li> <li>• Serves as main representative between store and customers</li> </ul>	<ul style="list-style-type: none"> <li>• 44 hours</li> <li>• Island-wide</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	ensure smooth operational success	<ul style="list-style-type: none"> <li>Partner Operations team in planning, development and implementation of short to long term objectives</li> </ul>	
<b>Tea Barista</b>	<ul style="list-style-type: none"> <li>Passionate, responsible, highly motivated and proactive individuals</li> <li>Prior working experience as a Barista or in a similar F&amp;B capacity advantageous. No relevant experience? No worries, training will be provided for all employees at our dedicated training centre</li> <li>Ability to work in a fast-paced environment and handle multiple tasks simultaneously</li> <li>Work and collaborate as a team to achieve and ensure smooth operational success</li> </ul>	<ul style="list-style-type: none"> <li>Prepare beverages according to standardised recipes and customer preferences</li> <li>Utilise proper brewing techniques and equipment to ensure the quality and consistency of each beverage served</li> <li>Prepare drinks by following the prescribed recipes and preparation techniques</li> <li>Accurately process customer orders, handle cash and electronic payments</li> <li>Serve as ambassador in providing full-fledged CHAGEE service experience to all customers</li> <li>Act in compliance with operational policies and procedures</li> <li>Maintain cleanliness and sanitation standards in the tea barista area, including brewing equipment, serving utensils, and workstations to meet the requirements of Health &amp; Safety and Hygiene Protocols</li> <li>Always ensure sufficient stock by monitoring tea inventory levels, reporting discrepancies, restocking supplies, handling stock delivery upon arrival as needed and communicating inventory needs to management</li> </ul>	<ul style="list-style-type: none"> <li>44 hours</li> <li>Island-wide</li> </ul>

## #2 Duck King One

*The 70s Braised Delicacies - A dynamic duck rice stall 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	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Dishwasher (Part-Time)</b>	<ul style="list-style-type: none"> <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 holiday</li> <li>• Candidate with Food Hygiene certificate will be an added advantage</li> </ul>	<ul style="list-style-type: none"> <li>• Washes, 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>• Sets up dish stations, including dishwashing machines and sinks.</li> <li>• Maintains clean, dry floors throughout the shift.</li> <li>• Cleans and sanitizes storage areas, including freezers and refrigerators.</li> <li>• Assists in storing food deliveries.</li> <li>• Monitors trash cans throughout shift, making sure to remove full trashcans and boxes as needed and at the end of each shift.</li> <li>• Maintains the cleanliness of dry storage areas and the organization of storage shelves.</li> <li>• Assists in food prep and any other duties set forth or requested by the chef and other managers as needed.</li> <li>• Follows sanitation and cleaning procedures.</li> <li>• Ensures that dishwashers are in working order and reports problems as they arise.</li> <li>• Assists with closing, including aiding in the sanitation of cooking and food preparation stations.</li> </ul>	<ul style="list-style-type: none"> <li>• 35 hours</li> <li>• Islandwide</li> </ul>
<b>Kitchen Assistant (include Dish Washing)</b>	<ul style="list-style-type: none"> <li>• Minimum of 1 – 2 years in Kitchen operations</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</li> </ul>	<ul style="list-style-type: none"> <li>• 44 hours</li> <li>• Islandwide</li> </ul>


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> <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 holiday</li> <li>• Candidate with Food Hygiene certificate will be an added advantage</li> </ul>	<ul style="list-style-type: none"> <li>• meet customers' needs and requests (e.g. reduce salt, remove dairy)</li> <li>• Ensure food is prepared in a timely manner</li> <li>• Ensure appealing plate presentation</li> <li>• Ensure area of responsibility are clean, tidy and organised</li> <li>• Ensure general cleanliness and hygiene in food preparation and storage are in accordance with NEA and SFA guidelines</li> <li>• Check stock level, order and replenish of stock in FIFO order</li> <li>• Ensure sufficient stock for daily operation; stocks and ingredients keep fresh and follow FEFO (first expired first out) system</li> <li>• Ensure compliance with all health and safety regulations within the kitchen area</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>• Cleans and sanitizes storage areas, including freezers and refrigerators</li> <li>• Assists in storing food deliveries</li> <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>	
<b>Service Crew</b>	<ul style="list-style-type: none"> <li>• Works effectively to promote harmony and teamwork</li> </ul>	<ul style="list-style-type: none"> <li>• Take customer's order and serve food in a timely manner</li> <li>• Basic cashiering duties,</li> </ul>	<ul style="list-style-type: none"> <li>• 44 hours</li> <li>• Islandwide</li> </ul>



Job Positions	Pre-requisites	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>• Able to work shift - weekends and public holiday</li> <li>• Candidate with Food Hygiene certificate will be an added advantage</li> </ul>	<ul style="list-style-type: none"> <li>issuing receipts, accepting payments, returning the change</li> <li>• Open and close the shift on the POS terminal</li> <li>• Check the cash float and handle all the cash transactions undertaken in the restaurant in course of operations and organized transfer of the cash to the reception cashier</li> <li>• Maintain cleanliness of the outlet and ensure service counters are presentable at all times</li> <li>• Clean and remove dishes from the table after service is completed</li> <li>• Inform Supervisor / Manager on customer's feedback and/or suggestions</li> <li>• Any other duties as directed</li> </ul>	
<b>Stall Assistant</b>	<ul style="list-style-type: none"> <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 holiday</li> <li>• Candidate with Food Hygiene certificate will be an added advantage</li> </ul>	<ul style="list-style-type: none"> <li>• Assist in the counter in serving and preparing food</li> <li>• Ensure food is prepared in a timely manner</li> <li>• Perform cashiering duty at food stall using POS machine</li> <li>• Take customer's order and ensure the orders are keyed correctly into POS machine</li> <li>• Ensure compliance with all health and safety regulations within the kitchen area</li> <li>• Ensure correct and safe use of all equipment and tools</li> <li>• Deals effectively with guests and workplace associates using SOP at all times</li> <li>• Any other duties as directed</li> </ul>	<ul style="list-style-type: none"> <li>• 44 hours</li> <li>• Islandwide</li> </ul>
<b>Stall Assistant (Part-Time)</b>	<ul style="list-style-type: none"> <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</li> </ul>	<ul style="list-style-type: none"> <li>• Assist in the counter in serving and preparing food</li> <li>• Ensure food is prepared in a timely manner</li> <li>• Perform cashiering duty at food stall using POS machine</li> <li>• Take customer's order and ensure the orders are keyed correctly into POS machine</li> <li>• Ensure compliance with all health and safety regulations</li> </ul>	<ul style="list-style-type: none"> <li>• 35 hours</li> <li>• Islandwide</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>holiday</p> <ul style="list-style-type: none"><li>• Candidate with Food Hygiene certificate will be an added advantage</li></ul>	<p>within the kitchen area</p> <ul style="list-style-type: none"><li>• Ensures correct and safe use of all equipment and tools</li><li>• Deals effectively with guests and workplace associates using SOP at all times</li><li>• Any other duties as directed</li></ul>	

### #3 Fort Financial

*Fort Financial, a group of agency unit representing HSBC Life (Singapore) Pte Ltd, we pride ourselves for being diligent, ethical, and meticulous in all that we do and provide for our clients. We continuously conduct ourselves with utmost professionalism and strive to always stay relevant in the industry. Daily training and exposure with our various partners place us at the forefront of this continuously expanding industry. We always strive to be our clients' Number One Choice.*

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Financial Planner</b> 	<ul style="list-style-type: none"> <li>• A recent university graduate (any discipline, Business-related preferred)</li> <li>• Strong communication and interpersonal skills</li> <li>• Passionate about sales, business growth, and client relations</li> <li>• Self-motivated, goal-oriented, and eager to learn</li> <li>• Ability to work independently and in a team</li> <li>• Prior internship or sales experience is a plus but not required</li> </ul>	<ol style="list-style-type: none"> <li>1. Generate new business :               <ul style="list-style-type: none"> <li>- Do a financial needs analysis for clients through a proper fact-find and needs analysis.</li> <li>- Recommend products and funds that meet the identified needs and risk profile of clients.</li> <li>- Explain how the recommended products and funds will meet the client's needs.</li> <li>- Advise clients on funds related transactions (e.g., fund switch, premiums re-direction)</li> </ul> </li> <li>2. Grow and keep the client base :               <ul style="list-style-type: none"> <li>- Give quality after-sales service to clients.</li> <li>- Review clients' needs regularly and keep their insurance cover up to date.</li> <li>- Keep records of FNAs, policy illustrations, product summaries ect. These records must be returned to the Organisation's Director when the representative leaves the company or to ADD if the Director also leaves.</li> </ul> </li> <li>3. Duty to be up to date to :               <ul style="list-style-type: none"> <li>- Know the latest regulatory requirements and use them in the sales process and when servicing clients.</li> <li>- Follow the guidelines issued by the company.</li> <li>- Be familiar with HSBC code of conduct and act accordingly.</li> </ul> </li> </ol>	<ul style="list-style-type: none"> <li>• 9.30am to 5.30pm</li> <li>• 298 Tiong Bahru Rd, Central Plaza, Singapore 168730</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Agency Development Manager</b> 	<ul style="list-style-type: none"> <li>• Diploma/Degree holder in any discipline.</li> <li>• Strong communication and interpersonal skills.</li> <li>• Self-motivated, proactive, and results-driven.</li> <li>• Ability to work independently and as part of a team.</li> </ul>	<p>Besides the functions listed under role of FP, an ADM performs these additional functions :</p> <ul style="list-style-type: none"> <li>- Refers potential candidates to unit manager or director. Develops an operation, marketing and action plan to refer candidates for recruitment.</li> <li>- Does a marketing and business plan to grow the business.</li> <li>- Helps supervisor administer and manage the business. This Does not include coaching and Joint fieldworks which must be done by the direct supervisor.</li> <li>- Helps the director or manager to meet the organisation sales and recruitment targets.</li> <li>- Provides guidance to new FPs that were referred to the manager or director. Keeps up to date and applies company, industry and regulatory guidelines.</li> <li>- be familiar with HSBC code of conduct and act accordingly.</li> </ul>	<ul style="list-style-type: none"> <li>• 9.30am to 5.30pm</li> <li>• 298 Tiong Bahru Rd, Central Plaza, Singapore 168730</li> </ul>
<b>Financial Services Manager</b> 	<ul style="list-style-type: none"> <li>• Diploma/Degree holder in any discipline.</li> <li>• Strong communication and interpersonal skills.</li> <li>• Self-motivated, proactive, and results-driven.</li> <li>• Ability to work independently and as part of a team.</li> </ul>	<ul style="list-style-type: none"> <li>- Validate the FNAs and ILP related transactions of their FPs to ensure clients' affordability and product suitability.</li> <li>- Do JFW Assessments and coaching with representatives.</li> <li>- Have monthly meetings with their team and do make up meetings with those absent.</li> <li>- ensure all information required for fact find form were fully obtained and documented.</li> <li>- ensure that insurance applications are duly completed by their representatives e.g., health questions are fully answered.</li> <li>1. Plan and execute a business strategy for growth.</li> <li>2. Plan for recruitment and grow the sales team.</li> <li>3. Develop and manage their FPs :</li> </ul>	<ul style="list-style-type: none"> <li>• 9.30am to 5.30pm</li> <li>• 298 Tiong Bahru Rd, Central Plaza, Singapore 168730</li> </ul>




Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> <li>- lead his or her unit.</li> <li>- coach and motivate FPs and build a highly professional, competent and productive team.</li> <li>- check the quality of business and monitor persistency of FPs.</li> <li>- effectively manage and monitor the professional conduct of the FPs.</li> <li>- to check that FPs properly document the FNAs and insurance applications.</li> <li>- that they follow industry, regulatory, company requirements and guidelines.</li> <li>- ensure they meet compulsory training, CPD hours, coaching, JFW and meeting requirements.</li> </ul> <ol style="list-style-type: none"> <li>4. Administer and manage the business.</li> <li>5. Do personal sales to remain relevant and current.</li> <li>6. Be familiar with HSBC code of conduct and act accordingly.</li> </ol>	

## #4 Grand Hyatt Singapore

*We care for people so that they can be their best, and it is our natural propensity to care that differentiates us as the Hyatt family. At Grand Hyatt Singapore, the commitment to care is extended to all stakeholders, including communities, guests, and most importantly our team members. Care is at the heart of our business, and it's this distinct guest experience that makes Hyatt one of the world's best hospitality brands and one of the world's best place to work. Make a difference in the lives around you, and join a company that values respect, integrity, empathy, inclusion, wellbeing, and experimentation.*

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Assistant Laundry Supervisor</b>	<ul style="list-style-type: none"> <li>• Good communication and customer relations skills</li> <li>• Able to perform duty on weekends and public holidays</li> <li>• Prior supervisory experience in the hotel industry will be an advantage</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to assist with the efficient running of the department in line with Hyatt International's Corporate Strategies and brand standards, whilst meeting employee, guest and owner's expectations. The Assistant Laundry Supervisor is responsible to contribute to the smooth and efficient running of the Laundry Department.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Captain</b>	<ul style="list-style-type: none"> <li>• Ideally with GCE 'O' Level or a diploma in Hospitality or Tourism management</li> <li>• Minimum 2 years' work experience in hotel operations</li> <li>• Good customer service, communications and interpersonal skills are a must</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to provide an excellent and consistent level of service to your customers. The Captain - Outlet is responsible to serve Food &amp; Beverage to guests in the assigned Place of Work, provide a courteous, professional, efficient and flexible service in order to maximize guest satisfaction. The Captain - Outlet is also responsible to oversee work stations in the assigned Place of Work.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Chef (Indian / Malay Cuisine)</b>	<ul style="list-style-type: none"> <li>• Minimum 2 years' work experience as Chef de Partie or 3 to 4 years as Demi / Commis in a hotel or large restaurant with good standards</li> <li>• Able to cook and prepare Indian / Malay cuisine</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to assist with the efficient running of the department in accordance with the hotel's standards and financial goals. The Chef (Indian / Malay Cuisine) is responsible to assist the Sous Chef / Chef de Cuisine in managing the assigned kitchen operation in</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> <li>Possess Food &amp; Beverage Safety and Hygiene Policies and Procedures Certificate</li> </ul>	accordance with the hotel's standards and financial goals, ensuring maximum guest satisfaction, and contributing to the overall success of the restaurant.	
<b>Commis Chef - 10 Scotts</b>	<ul style="list-style-type: none"> <li>Minimum 1 year of experience in a similar position</li> </ul>	<ul style="list-style-type: none"> <li>You will be responsible to provide an excellent and consistent level of service to your customers. The Commis Chef 10 Scotts is responsible to prepare a consistent, high quality food product and ensure courteous, professional, efficient and flexible service that supports the outlet's operating concept and in accordance with the hotel's standards.</li> </ul>	<ul style="list-style-type: none"> <li>Rotating Shift</li> <li>10 Scotts Road, Singapore 228211</li> </ul>
<b>Commis Chef - Italian Restaurant</b>	<ul style="list-style-type: none"> <li>Minimum 1 year of experience in a similar position</li> </ul>	<ul style="list-style-type: none"> <li>You will be responsible to provide an excellent and consistent level of service to your customers. The Commis Chef - Italian Restaurant is responsible to prepare a consistent, high quality food product and ensure courteous, professional, efficient and flexible service that supports the outlet's operating concept and in accordance with the hotel's standards.</li> </ul>	<ul style="list-style-type: none"> <li>Rotating Shift</li> <li>10 Scotts Road, Singapore 228211</li> </ul>
<b>Commis Chef - Le Pristine Singapore</b>	<ul style="list-style-type: none"> <li>Minimum 1 year of experience in a similar position</li> </ul>	<ul style="list-style-type: none"> <li>As Commis Chef you will be part of an international kitchen team consisting of talented and motivated people who strive for perfection. Sergio's philosophy is that eating at Le Pristine should be a celebration.</li> </ul>	<ul style="list-style-type: none"> <li>Rotating Shift</li> <li>10 Scotts Road, Singapore 228211</li> </ul>
<b>Demi Chef - Le Pristine Singapore</b>	<ul style="list-style-type: none"> <li>Minimum 1 year of experience in a similar position</li> </ul>	<ul style="list-style-type: none"> <li>As Demi Chef, you will be part of an international kitchen team consisting of talented and motivated people who strive for perfection. Sergio's philosophy is that eating at Le Pristine should be a celebration.</li> </ul>	<ul style="list-style-type: none"> <li>Rotating Shift</li> <li>10 Scotts Road, Singapore 228211</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Event Concierge Executive / Manager</b> 	<ul style="list-style-type: none"> <li>• Ideally with a university degree or diploma in Hospitality or Tourism management</li> <li>• Minimum 2 years' work experience as Catering / Event Manager or Convention Services Manager</li> <li>• Good operational, administrative and interpersonal skills are a must</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible for the efficient running of the department in line with brand standards, whilst meeting employee, guest and owner expectations. The Event Planning Executive / Manager is responsible to assist the Director of Events in the implementation of all Policies &amp; Procedures specific to Event servicing and client management.</li> </ul>	<ul style="list-style-type: none"> <li>• 8:30am to 6:15pm</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Event Planning Executive / Manager</b> 	<ul style="list-style-type: none"> <li>• Ideally with a university degree or diploma in Hospitality or Tourism management</li> <li>• Minimum 2 years' work experience as Catering / Event Manager or Convention Services Manager</li> <li>• Good operational, administrative and interpersonal skills are a must</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible for the efficient running of the department in line with brand standards, whilst meeting employee, guest and owner expectations. The Event Planning Executive / Manager is responsible to assist the Director of Events in the implementation of all Policies &amp; Procedures specific to Event Sales and Convention Service.</li> </ul>	<ul style="list-style-type: none"> <li>• 8:30am to 6:15pm</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Event Sales Manager – Weddings</b> 	<ul style="list-style-type: none"> <li>• Ideally with a relevant degree or diploma in Hospitality or Tourism management</li> <li>• Minimum 2 years' work experience as Wedding Sales Manager</li> <li>• Good problem solving, administrative and interpersonal skills are a must</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to assist with the efficient running of the department in line with brand standards, whilst meeting employee, guest and owner expectations. The Event Sales Manager - Weddings is responsible to ensure the related revenue is maximised in the most profitable way in line with the agreed targets.</li> </ul>	<ul style="list-style-type: none"> <li>• 8:30am to 6:15pm</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Food &amp; Beverage Team Leader</b>	<ul style="list-style-type: none"> <li>• Ideally with GCE 'O' Level or a diploma in Hospitality or Tourism management</li> <li>• Minimum 3 years work experience hotel operations</li> <li>• Good problem solving, administrative and interpersonal skills are a</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to assist with the efficient running of the department in line with Hyatt International's Corporate Strategies and brand standards, whilst meeting employee, guest and owner expectations. The Team Leader - Outlet is responsible to assist the Outlet Manager</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	must	in ensuring that the outlet is managed efficiently according to the established concept statement, providing courteous, professional, efficient and flexible service at all times.	
<b>Garment Cleaner</b>	<ul style="list-style-type: none"> <li>• Able to work shifts, weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to assist with the efficient running of the department in line with Hyatt brand standards, whilst meeting employee, guest and owner expectations. The Garment Cleaner is responsible to contribute to the smooth and efficient running of the Laundry Department.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Guest Service Officer - Reservations</b>	<ul style="list-style-type: none"> <li>• Possess minimum GCE "O" levels</li> <li>• Candidates with Diploma / Degree in Hospitality / Tourism Management or equivalent will be preferred</li> <li>• Minimum 6 months work experience in hotel operations</li> <li>• Possess good customer relations, communications and interpersonal skills</li> <li>• Able to work night shifts, weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to provide an excellent and consistent level of service to your customers. The Guest Service Officer (Reservations) is responsible to attend to both internal and external calls, assisting with guest inquiries and bookings.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Host - Front Office / Grand Club</b>	<ul style="list-style-type: none"> <li>• Possess minimum GCE "O" levels</li> <li>• Candidates with Diploma / Degree in Hospitality / Tourism Management or equivalent will be preferred</li> <li>• Minimum 6 months work experience in hotel operations</li> <li>• Possess good customer relations,</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to provide an excellent and consistent level of service to your customers. The Host is responsible to contribute to the smooth and efficient running of the Front Office within the Rooms Division.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	communications and interpersonal skills		
<b>Host - Guest Experience</b>	<ul style="list-style-type: none"> <li>• Able to work shifts, weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to provide an excellent and consistent level of service to your customers as well as assisting the daily shift operations in line with brand standards. The Host - Guest Experience is responsible to contribute to the smooth and efficient running of the Guest Experience team within the Rooms Division, including the Concierge and Belldesk team.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Host / Hostess - Le Pristine Singapore</b>	<ul style="list-style-type: none"> <li>• Familiar with reservation management systems (e.g., Table Check, Table Solutions, OpenTable)</li> </ul>	<ul style="list-style-type: none"> <li>• Greet guests warmly as they enter the restaurant</li> <li>• Manage reservations and waitlists using the restaurant's reservation system</li> <li>• Escort guests to their tables, providing menus and informing them of the day's specials</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Housekeeping Attendant</b>	<ul style="list-style-type: none"> <li>• Possess GCE 'N' level and above</li> <li>• Pleasant disposition, well-groom, enthusiastic and energetic</li> <li>• Able to work shifts, weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to provide an excellent and consistent level of service to your customers. The Housekeeping Attendant is responsible to conduct cleaning duties in the assigned place of work and provide a courteous, professional, efficient and flexible service to your customers.</li> <li>• The Housekeeping Attendant is responsible to ensure the cleanliness of the hotel's guest rooms and floors, corridors and surrounding back areas.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Housekeeping Clerk</b>	<ul style="list-style-type: none"> <li>• Able to work shifts, weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to assist the efficient running of the department in line with Hyatt brand standards, whilst meeting guest and owner expectations. The Housekeeping Clerk is responsible to provide administrative support to the</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		Housekeeping.	
<b>Housekeeping Supervisor</b>	<ul style="list-style-type: none"> <li>• Possess minimum GCE "O" Levels</li> <li>• Minimum 2 years experience in hotel operations in similar capacity</li> <li>• Possess good problem solving, administrative and interpersonal skills</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to assist the efficient running of the department in line with Hyatt brand standards, whilst meeting guest and owner expectations. The Housekeeping Supervisor is responsible to assist to manage all functions related to the cleanliness of the hotel's guest rooms and public area.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Laundry Operator</b>	<ul style="list-style-type: none"> <li>• Able to work shifts, weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to assist with the efficient running of the department in line with Hyatt International's Corporate Strategies and brand standards, whilst meeting employee, guest and owner expectations. The Laundry Operator is responsible to contribute to the smooth and efficient running of the Laundry Department.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Pastry Chef - Le Pristine Singapore</b>	<ul style="list-style-type: none"> <li>• Minimum 2 years' work experience as Pastry Chef in a hotel or large restaurant with good standard</li> <li>• Aware of current trends and kitchen techniques</li> </ul>	<ul style="list-style-type: none"> <li>• As Pastry Chef, you will be part of an international kitchen team consisting of talented and motivated people who strive for perfection. Sergio's philosophy is that eating at Le Pristine should be a celebration.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Rooms Coordinator</b>	<ul style="list-style-type: none"> <li>• Possess minimum GCE "O" levels</li> <li>• Candidates with Diploma / Degree in Hospitality / Tourism Management or equivalent will be preferred</li> <li>• Minimum 6 months work experience in hotel operations</li> <li>• Possess good customer relations, communications and interpersonal skills</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to provide an excellent and consistent level of service to your customers. The Host is responsible to contribute to the smooth and efficient running of the Front Office within the Rooms Division.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Sous Chef - Le Pristine Singapore</b>	<ul style="list-style-type: none"> <li>• Minimum 4 years' experience in a similar position</li> <li>• Aware of current trends and kitchen techniques.</li> <li>• All-round kitchen experience in gastronomic restaurants</li> </ul>	<ul style="list-style-type: none"> <li>• As Sous Chef, you will be part of an international kitchen team consisting of talented and motivated people who strive for perfection. Sergio's philosophy is that eating at Le Pristine should be a celebration.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Spa Attendant</b>	<ul style="list-style-type: none"> <li>• Able to work shifts, weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to provide an excellent and consistent level of service to your guests. The Spa Attendant is responsible to ensure the overall cleanliness of the Spa and to ensure maximum efficiency, safety and uncompromised attention to our guests or club members.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Spa Receptionist</b>	<ul style="list-style-type: none"> <li>• Possess GCE 'O' level qualification and above</li> <li>• At least 6 months of prior experience in similar capacity in a spa environment</li> <li>• Pleasant disposition and well-groomed</li> <li>• Good command of spoken and written English</li> <li>• Able to work shifts, weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to provide an excellent and consistent level of service to your customers. The Receptionist is responsible to ensure the smooth and efficient running of the reception within Damai.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>
<b>Team Leader - Engineering</b>	<ul style="list-style-type: none"> <li>• Minimum 3 years of relevant working experience in a related field is preferred</li> <li>• Qualifications in Electrical/ Mechanical Engineering and/or Building Management/ Facility Management</li> <li>• Good team player, ability to work with minimal supervision</li> <li>• Able to work on rotating shifts, weekends and public holiday</li> </ul>	<ul style="list-style-type: none"> <li>• You will be responsible to complete all maintenance works/requests and preventive maintenance tasks timely and according to the established schedule and ensure high quality of finishing work; and report any abnormal conditions noticed with safety-related equipment or installation.</li> </ul>	<ul style="list-style-type: none"> <li>• Rotating Shift</li> <li>• 10 Scotts Road, Singapore 228211</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Technician</b>	<ul style="list-style-type: none"> <li>Minimum 1 year work experience as Technician/ Tradesman in a hotel or a similar large building/ complex with central plant</li> </ul>	<ul style="list-style-type: none"> <li>Possess knowledge and hands-on skills in, Electrical, Plumbing, HVAC, and Painting</li> </ul>	<ul style="list-style-type: none"> <li>Rotating Shift</li> <li>10 Scotts Road, Singapore 228211</li> </ul>
<b>Waiter / Waitress</b>	<ul style="list-style-type: none"> <li>Ideally with GCE 'O' Level</li> <li>Minimum 6 months' work experience</li> <li>Good customer service, communications and interpersonal skills are a must</li> </ul>	<ul style="list-style-type: none"> <li>You will be responsible to provide an excellent and consistent level of service to guests. The Waiter/Waitress is responsible to serve Food &amp; Beverage to guests in the assigned Place of Work.</li> <li>Attend to guests' enquiries, taking necessary actions to anticipate their needs and ensure that they have a positive dining experience by exceeding their expectations.</li> <li>Provide a courteous, professional, efficient and flexible service in order to maximize guest satisfaction.</li> </ul>	<ul style="list-style-type: none"> <li>Rotating Shift</li> <li>10 Scotts Road, Singapore 228211</li> </ul>
<b>Waiter / Waitress - Le Pristine Singapore</b>	<ul style="list-style-type: none"> <li>Minimum 2 years' experience in a similar position</li> </ul>	<ul style="list-style-type: none"> <li>For this new restaurant, we can use your positive energy, vibrant personality and work ethic. Sergio's philosophy is that eating at Le Pristine should be a celebration. Do you want to take up the challenge in a team of hospitality professionals?</li> </ul>	<ul style="list-style-type: none"> <li>Rotating Shift</li> <li>10 Scotts Road, Singapore 228211</li> </ul>

## #5 Iron Chef F&B

*Established in 2012, COLLIN'S® embodies Chef Collin Ho's passion and humble mission to provide premium Western cuisine at pocket-friendly prices for the masses. Winning the hearts of many since, COLLIN'S® now serves tens of thousands of diners from all walks of life.*

*Boasting a diverse range of cuisines available at pocket-friendly price, Food Loft® was established in 2001. Food Loft® outlets offer a comfortable and affordable dining experience – offering delectable fares at both suburbs and industrial areas. Food Loft® embodies the culinary spirit of Singapore Heritage Food Culture with carefully curated tenants and offerings as our exciting expansion plans seek to spread our local cuisines locally and beyond.*

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Chef de partie</b>	<ul style="list-style-type: none"> <li>Willing to commit on weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>Responsible for overseeing a specific section of the kitchen and ensuring the delivery of high-quality food to customers</li> </ul>	<ul style="list-style-type: none"> <li>44 hours</li> <li>Islandwide</li> </ul>
<b>Cook</b>	<ul style="list-style-type: none"> <li>Willing to commit on weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>Responsible for preparing and cooking food to the required standard and specifications</li> </ul>	<ul style="list-style-type: none"> <li>44 hours</li> <li>Islandwide</li> </ul>
<b>Dishwasher</b>	<ul style="list-style-type: none"> <li>Willing to commit on weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>Responsible for cleaning dishes within the outlet to ensure that there is always plenty of clean tableware ready for use</li> </ul>	<ul style="list-style-type: none"> <li>44 hours</li> <li>Islandwide</li> </ul>
<b>Service crew</b>	<ul style="list-style-type: none"> <li>Willing to commit on weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>Attend to customers upon their entrance to the restaurant and ensure appropriate attention is given to customers</li> </ul>	<ul style="list-style-type: none"> <li>44 hours</li> <li>Islandwide</li> </ul>
<b>Team Leader</b>	<ul style="list-style-type: none"> <li>Willing to commit on weekends and public holidays</li> </ul>	<ul style="list-style-type: none"> <li>Responsible for coordinating daily restaurant operations, ensuring exceptional customer experience</li> </ul>	<ul style="list-style-type: none"> <li>44 hours</li> <li>Islandwide</li> </ul>

## #6 Nexus Management Services

*Established in 2017 to partner companies to provide business services from consultancy to execution and project management.*

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Catering Assistant - Islandwide</b>	<ul style="list-style-type: none"> <li>Food Hygiene Cert</li> </ul>	<ul style="list-style-type: none"> <li>Setup operations, serve food, cleaning, restock pantry</li> </ul>	<ul style="list-style-type: none"> <li>8am to 5pm</li> <li>Islandwide</li> </ul>
<b>Delivery Driver</b>	<ul style="list-style-type: none"> <li>Class 3 Manual</li> </ul>	<ul style="list-style-type: none"> <li>Delivery food</li> </ul>	<ul style="list-style-type: none"> <li>8am to 5pm</li> </ul>
<b>F&amp;B Crew- Islandwide</b>	<ul style="list-style-type: none"> <li>Food Hygiene Cert</li> </ul>	<ul style="list-style-type: none"> <li>Coffee/cashier/food</li> </ul>	<ul style="list-style-type: none"> <li>8am to 5pm</li> <li>Islandwide</li> </ul>
<b>Food Operators- Clementi</b>	<ul style="list-style-type: none"> <li>Food Hygiene Cert</li> </ul>	<ul style="list-style-type: none"> <li>Setup operations, prepare/pack food, cleaning</li> </ul>	<ul style="list-style-type: none"> <li>1030am to 730pm, 8am to 5pm</li> <li>Clementi</li> </ul>
<b>HR Admin Assistant</b>	<ul style="list-style-type: none"> <li>GCE N level</li> </ul>	<ul style="list-style-type: none"> <li>HR / office administration, payroll, recruitment, reports</li> </ul>	<ul style="list-style-type: none"> <li>9am to 6pm</li> </ul>
<b>HR Executive</b>	<ul style="list-style-type: none"> <li>GCE N level</li> </ul>	<ul style="list-style-type: none"> <li>Recruitment, employee relations &amp; services, HR business partnering</li> </ul>	<ul style="list-style-type: none"> <li>9am to 6pm</li> </ul>
<b>HR Operations Executive</b>	<ul style="list-style-type: none"> <li>GCE N level</li> </ul>	<ul style="list-style-type: none"> <li>Recruitment, planning, scheduling, team/client management</li> </ul>	<ul style="list-style-type: none"> <li>Flexible</li> </ul>
<b>Logistics Runner - Raffles</b>	<ul style="list-style-type: none"> <li>Food Hygiene Cert</li> </ul>	<ul style="list-style-type: none"> <li>Deliver food within premises</li> </ul>	<ul style="list-style-type: none"> <li>8am to 5pm</li> <li>Raffles</li> </ul>
<b>Merchandiser- Islandwide</b>	<ul style="list-style-type: none"> <li>Primary</li> </ul>	<ul style="list-style-type: none"> <li>Merchandising services</li> </ul>	<ul style="list-style-type: none"> <li>8am to 5pm</li> <li>Islandwide</li> </ul>
<b>Promoters - Islandwide</b>	<ul style="list-style-type: none"> <li>Food Hygiene Cert</li> </ul>	<ul style="list-style-type: none"> <li>Promote food products</li> </ul>	<ul style="list-style-type: none"> <li>9am to 5pm</li> </ul>
<b>Recruitment Executive</b>	<ul style="list-style-type: none"> <li>CEI</li> </ul>	<ul style="list-style-type: none"> <li>Recruitment, business development, client management</li> </ul>	<ul style="list-style-type: none"> <li>9am to 6pm</li> </ul>
<b>Warehouse Assistant - Clementi</b>	<ul style="list-style-type: none"> <li>Food Hygiene Cert</li> </ul>	<ul style="list-style-type: none"> <li>Warehousing duties</li> </ul>	<ul style="list-style-type: none"> <li>8am to 5pm</li> <li>Clementi</li> </ul>

## #7 Oriental Aviation International (OAI)

*Your Trusted Contract Staffing Specialist - With more than 15 years of experience in contract staffing, OAI is well poised to meet all your human resource needs and operational requirements. We've grown from strength to strength by building a solid foundation in the manpower outsourcing industry.*

*Today, we have the resources and capabilities to perform contract staffing for all industries, apply proven end-to-end processes and implement best practices for organisations across all sectors.*

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Document Checker</b>	<ul style="list-style-type: none"> <li>IT Proficient</li> <li>Customer Service Oriented</li> <li>Able to stand and work for long hours</li> </ul>	<ul style="list-style-type: none"> <li>Checking of tourist documents including scanning of passport to prepare them for registration</li> </ul>	<ul style="list-style-type: none"> <li>12pm to 12am</li> </ul>
<b>Front-Desk Customer Service</b>	<ul style="list-style-type: none"> <li>Good written communication skills</li> <li>Attention to detail by ensuring accuracy and Ability to assess customer concerns and provide practical, effective solutions in a written format</li> <li>Strong service orientation and a willingness to go above and beyond to exceed customer expectations</li> </ul>	<ul style="list-style-type: none"> <li>Provide in-person support to customers, addressing their queries, issues, and transactions</li> <li>Responsible for delivering accurate information, resolving concerns efficiently, and C10 a seamless and professional experience</li> <li>Willingness to take on various tasks and adjust to changing work demands</li> </ul>	<ul style="list-style-type: none"> <li>8.30am to 6pm</li> </ul>
<b>Invigilator</b>	<ul style="list-style-type: none"> <li>Customer Service Oriented</li> <li>Able to stand and work for long hours</li> </ul>	<ul style="list-style-type: none"> <li>Ensuring the guests/visitors do not touch the artwork or damage the exhibition</li> </ul>	<ul style="list-style-type: none"> <li>9.15am to 7pm</li> <li>11.30am to 4.30pm</li> <li>3pm - 9pm</li> </ul>
<b>Room Checker</b>	<ul style="list-style-type: none"> <li>IT Proficient</li> <li>Customer Service Oriented</li> <li>Able to stand and work for long hours</li> </ul>	<ul style="list-style-type: none"> <li>Checking of hotel rooms after housekeeping cleans up to ensure the room is ready for the next guest</li> </ul>	<ul style="list-style-type: none"> <li>11.30am to 4.30pm</li> <li>12pm to 5pm</li> </ul>
<b>Sales Assistant</b>	<ul style="list-style-type: none"> <li>Demonstrates a positive attitude and passion to deliver exceptional service experiences</li> </ul>	<ul style="list-style-type: none"> <li>Promptly and professionally engage walk-in customers</li> <li>Support business growth through customer service,</li> </ul>	<ul style="list-style-type: none"> <li>Retail Hours</li> </ul>


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"><li>• Excellent proficiency in English, with strong verbal and written communication skills</li><li>• Must hold and maintain a valid Class 3/ 3A license with a safe driving record</li><li>• Willingness to work on weekends and public holidays if required</li></ul>	<p>product knowledge, and merchandise presentation</p> <ul style="list-style-type: none"><li>• Adhere to the operational policies and procedures to deliver an excellent service</li><li>• Maintain comprehensive knowledge to provide tailored product recommendations</li><li>• Ensure accurate and timely updates of customer interactions and sales activities in the CRM system</li><li>• Other ad hoc duties as assigned</li></ul>	


## #8 Popeyes

*In 2022 Feisiong Group inked an exclusive Franchise deal to develop and run Popeyes Singapore. This agreement marks Feisiong Group first venture into the fried chicken quick service restaurant industry.*

*Serving delicious and flavourful fried chicken, using only fresh chicken marinated in 12 hours in bold spices, then hand battered and breaded to perfection, we believe in Popeyes ethos, to serve delicious fried chicken to everyone.*


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Commis Chef (Batter fryer)</b>	<ul style="list-style-type: none"> <li>• With or Without Experience</li> <li>• Proactive in learning</li> <li>• Good Communication Skills</li> <li>• Able to work under pressure</li> <li>• Need to work on weekends, PH, Shift Work</li> <li>• Rotating Shift (AM/ PM/ Overnight Shift Available)</li> </ul>	<ul style="list-style-type: none"> <li>• Prep chicken for batterfrying according to our SOP</li> <li>• Master the art of batter frying our chicken, ensuring perfect golden-brown color and crispy texture</li> <li>• Carefully receive and pack fried chicken pieces into chiller, maintaining First-In-First-Out(FIFO) practices</li> <li>• Follow all Standard Operating Procedure (SOP)</li> <li>• To ensure safety and consistency</li> <li>• Maintain the highest quality standard for our delicious fried chicken</li> <li>• Uphold strict food hygiene regulations in the kitchen</li> </ul>	<ul style="list-style-type: none"> <li>• 44 hours</li> <li>• Islandwide</li> </ul>
<b>Commis Crew</b>	<ul style="list-style-type: none"> <li>• With or without experience are welcome (training will be provided)</li> <li>• Proactive in learning</li> <li>• Good communication skills</li> <li>• Able to work under pressure</li> <li>• Need to work on weekends / Public Holidays / Shift Work</li> <li>• Rotating shifts (Restaurant Operating Hours - AM/ PM/ Overnight shift available)</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure chicken &amp; fry station products are prepared and cooked according to SOP to ensure the highest standards</li> <li>• Receive and arrange food ingredients into the Chiller/ Freezer/ Cold room/ Freezer room/ Storeroom using FEFO method</li> <li>• Prepare food according to Standard Operating Procedures (SOP), ensuring the highest standards</li> <li>• Ensure best quality of food</li> <li>• Ensure no expired products are present in the kitchen at all times</li> <li>• Ensure tiptop food hygiene standards</li> </ul>	<ul style="list-style-type: none"> <li>• 44 hours</li> <li>• Islandwide</li> </ul>


Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		<ul style="list-style-type: none"> <li>• Ensure cleanliness of the batterfry station and kitchen area</li> <li>• Ensure that chicken &amp; food are of the best quality to deliver the best guest experience</li> <li>• Adhere to brand operations standards</li> </ul>	
<b>Guest Experience Crew</b>	<ul style="list-style-type: none"> <li>• No prior experience required (training will be provided)</li> <li>• Good communication and interpersonal skills</li> <li>• Ability to work in a fast-paced environment</li> <li>• Willingness to work flexible shifts, including weekends and holidays</li> <li>• Team player with a positive attitude</li> </ul>	<ul style="list-style-type: none"> <li>• Greet and assist customers in a friendly and professional manner</li> <li>• Take customer orders accurately and efficiently</li> <li>• Prepare and serve food and beverages according to company standards</li> <li>• Handle cash and process payments using the POS system</li> <li>• Maintain cleanliness in the dining, kitchen, and counter areas</li> <li>• Ensure compliance with food safety and hygiene regulations</li> <li>• Assist in restocking and inventory management</li> <li>• Work as a team to ensure smooth and efficient restaurant operations</li> <li>• Address customer concerns and escalate issues when necessary</li> </ul>	<ul style="list-style-type: none"> <li>• 44 hours</li> <li>• Islandwide</li> </ul>
<b>Guest Experience Manager</b> 	<ul style="list-style-type: none"> <li>• With or Without Experience</li> <li>• Proactive in learning</li> <li>• Good Communication Skills</li> <li>• Able to work under pressure</li> <li>• Need to work on weekends, PH, Shift Work</li> <li>• Rotating Shift (AM/ PM/ Overnight Shift Available)</li> <li>• Engage with guests in a friendly, professional service-oriented demeanor</li> </ul>	<ul style="list-style-type: none"> <li>• Guest Engagement</li> <li>• Self-Ordering Kiosk Management</li> <li>• Guest engagement to gather feedback</li> <li>• Guest Service Recovery</li> <li>• Flyer Distribution</li> <li>• Ensuring cleanliness of Lobby Area</li> <li>• Explanation of Menu to Guest</li> <li>• Service Duties</li> <li>• Support Cashier at times</li> <li>• Other Ad Hoc Duties when needed</li> </ul>	<ul style="list-style-type: none"> <li>• 44 hours</li> <li>• Islandwide</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<ul style="list-style-type: none"> <li>Strong Interpersonal Skills and acts as a face of the company or brand</li> </ul>		
<b>Restaurant Management Trainee (RMIT)</b> 	<ul style="list-style-type: none"> <li>Minimum Diploma or equivalent</li> <li>Good written, verbal and interpersonal skills</li> <li>Good Leadership skill organizational and planning abilities</li> <li>Motivated, result oriented and fast learner</li> <li>A positive attitude, and willingness to learn</li> <li>Willingness to work longer than required if needed</li> <li>Ability to engage in physical activities which requires long hours of standing during work shift</li> </ul>	<ul style="list-style-type: none"> <li>Operational Leadership and Training: Co-lead operations team to ensure quality assurance and customer satisfaction, completing assigned task, rotating positions to gain comprehensive knowledge of restaurant operations and supervising staff to achieve expected performance and productivity.</li> <li>Financial Management and Compliance: Assist Restaurant Manager in managing restaurant finances and equipment, ensuring compliance with standards, guidelines, and regulatory requirements, while also maintaining records and preparing documents.</li> <li>Team Development and Customer Service: Lead and develop employees to achieve optimal work performance, while also creating a memorable brand experience for guests through prompt service and quality products, and obtaining and acting on customer feedback.</li> <li>Communication and Shift Management: Act as a liaison between operations staff and management, coordinating daily operations, cash control, and shift management, including traveling to different outlets as required to support operational needs.</li> </ul>	<ul style="list-style-type: none"> <li>6 days/ 44 hours</li> <li>Islandwide</li> </ul>

## #9 Singabite

*Singabite Pte. Ltd., with a paid-up capital of SGD 5,000,000, is a fully integrated central kitchen supporting four dynamic brands: First Noodle Pte. Ltd., Huo Shan Pte. Ltd., Eight stalls of La Mian (hand-pulled noodles), a BBQ restaurant, two stalls of K-Doslot, and three stalls of Braised Pot Hero. The company operates a state-of-the-art kitchen with cold storage and manufacturing capabilities for both hot and cold food production. Singabite plays a pivotal role in Singapore's F&B supply chain, driving innovation in ready-to-eat product development while ensuring consistent quality control. Positioned for future export growth, Singabite is committed to expanding its footprint across various dining formats, contributing significantly to the vibrancy of Singapore's food scene.*

Job Positions	Job Descriptions	Working Hours / Location
<b>BBQ Restaurant Manager</b> 	<ul style="list-style-type: none"> <li>We are seeking a hands-on and experienced Restaurant Manager to oversee the daily operations of our China-style BBQ restaurant.</li> <li>You will be responsible for managing staff, ensuring smooth front- and back-of-house coordination, maintaining food quality and hygiene standards, and delivering excellent customer service.</li> <li>Key duties include staff training, cost control, inventory management, handling customer feedback, and upholding the authenticity and quality of our Chinese BBQ dishes.</li> <li>You'll also work closely with ownership to drive business performance and implement improvements</li> </ul>	<ul style="list-style-type: none"> <li>44 hours</li> <li>Orchard Central, (S)238896</li> </ul>
<b>Stall / Kitchen Assistant (Full-Time / Part-Time)</b>	<ul style="list-style-type: none"> <li>Job scope includes customer service, food preparation, cleaning, stock handling, and teamwork.</li> <li>Basic F&amp;B experience will be a bonus, but no experience is required as training will be provided.</li> <li>Candidates must be able to work rotating shifts and on weekends.</li> <li>A positive attitude and a strong sense of responsibility are essential.</li> <li>Must be hardworking and able to work in a fast-paced environment.</li> </ul>	<ul style="list-style-type: none"> <li>30/ 36/ 44 hours</li> <li>Wisma Atria, (S)238877</li> <li>Great World City, (S)237994</li> <li>Rivervale Mall, (S)545082</li> <li>95 Lorong 4 Toa Payoh, (S)310095</li> <li>450 Ang Mo Kio Avenue 10, (S)560450</li> <li>530 Ang Mo Kio Avenue 10, (S)560530</li> <li>302 Woodlands Street 31, (S)730302</li> </ul>

Job Positions	Job Descriptions	Working Hours / Location
		<ul style="list-style-type: none"> <li>• The Cathay, (S)229233</li> <li>• 1 Woodlands Height, (S)737859</li> </ul>
<b>Kitchen Operations / Back-of-House Operations</b>	<ul style="list-style-type: none"> <li>• The Kitchen Operations Associate is responsible for supporting kitchen staff to ensure smooth daily operations, including food preparation, inventory management, and maintaining cleanliness and food safety standards.</li> <li>• You will assist chefs in preparing and cooking food, organizing kitchen workstations, and ensuring compliance with hygiene protocols.</li> <li>• Additionally, you will help manage supplies and equipment, ensuring the kitchen runs efficiently during peak</li> </ul>	<ul style="list-style-type: none"> <li>• 44 hours</li> <li>• Orchard Central, (S)238896</li> </ul>
<b>Senior Procurement Executive</b> 	<ul style="list-style-type: none"> <li>• The Senior Procurement Executive will play a key role in sourcing, negotiating, and procuring food and beverage products, ingredients, packaging materials, and other essentials for the company. The ideal candidate will ensure timely supply of high-quality products while optimizing cost and maintaining strong supplier relationships. This role is critical in supporting business operations, maintaining inventory levels, and ensuring compliance with food safety and quality standards.</li> </ul> <ol style="list-style-type: none"> <li>1. <u>Procurement &amp; Sourcing</u> <ul style="list-style-type: none"> <li>• Identify, evaluate, and source ingredients, packaging materials, kitchen supplies, and equipment based on quality, cost, and supplier reliability.</li> <li>• Conduct in-depth market research to analyze pricing trends, new product availability, and potential alternative suppliers to optimize cost savings.</li> <li>• Develop strategic sourcing plans to ensure uninterrupted supply while maintaining cost efficiency.</li> <li>• Request and evaluate quotations from multiple suppliers to secure the best pricing and contract terms.</li> <li>• Negotiate favorable terms, including pricing, delivery schedules, payment terms, and bulk purchase discounts, with both local and international suppliers.</li> </ul> </li> <li>2. <u>Supplier &amp; Vendor Management</u> <ul style="list-style-type: none"> <li>• Build and maintain strong relationships with existing suppliers while actively identifying new vendors to enhance procurement efficiency.</li> </ul> </li> </ol>	<ul style="list-style-type: none"> <li>• 44 hours</li> <li>• 33 Fifth Avenue, (S)268797</li> </ul>


Job Positions	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> <li>• Conduct regular performance evaluations of suppliers based on quality, lead time, pricing, and service reliability.</li> <li>• Address any issues related to supplier performance, including product defects, delivery delays, or pricing discrepancies, and implement corrective actions.</li> <li>• Develop long-term partnerships with key vendors to ensure consistent quality and timely supply.</li> <li>• Ensure that all suppliers comply with company policies, food safety standards (e.g., HACCP, ISO22000), and regulatory requirements.</li> </ul> <p>3. <u>Inventory &amp; Supply Chain Coordination</u></p> <ul style="list-style-type: none"> <li>• Work closely with the Production Manager and Central Kitchen team to forecast demand and align procurement plans with production needs.</li> <li>• Maintain optimal inventory levels by monitoring stock movements, usage trends, and expiration dates to prevent overstocking or shortages.</li> <li>• Coordinate with warehouse and logistics teams to ensure timely and efficient delivery of raw materials and supplies.</li> <li>• Implement best practices in stock rotation (FIFO, FEFO) to maintain product freshness and reduce wastage.</li> <li>• Establish contingency plans to address supply chain disruptions, such as supplier shortages, price fluctuations, or logistic delays.</li> </ul> <p>4. <u>Cost Control &amp; Budget Management</u></p> <ul style="list-style-type: none"> <li>• Develop and implement cost-saving initiatives while maintaining product quality and supply reliability.</li> <li>• Track and analyze procurement expenses to ensure alignment with budget allocations.</li> <li>• Identify opportunities for bulk purchasing, alternative sourcing, or contract renegotiations to reduce overall procurement costs.</li> <li>• Report on cost variances, pricing changes, and supplier negotiations to the management team.</li> </ul> <p>5. <u>Compliance &amp; Documentation</u></p> <ul style="list-style-type: none"> <li>• Ensure procurement activities comply with internal policies, food safety standards, and regulatory requirements.</li> <li>• Maintain accurate and up-to-date procurement records, including purchase orders, supplier contracts, invoices, and delivery receipts.</li> </ul>	

Job Positions	Job Descriptions	Working Hours / Location
	<ul style="list-style-type: none"> <li>Assist in audits related to procurement, ensuring full documentation and transparency of purchasing activities.</li> <li>Keep track of regulatory changes affecting food sourcing, import/export restrictions, and industry certifications.</li> </ul> <p>6. <u>Process Improvement &amp; Reporting</u></p> <ul style="list-style-type: none"> <li>Continuously review and improve procurement processes to enhance efficiency and reduce operational risks.</li> <li>Develop key performance indicators (KPIs) to assess procurement effectiveness, such as cost savings achieved, supplier lead times, and contract compliance.</li> <li>Generate reports on procurement activities, cost analysis, and supplier performance for management review.</li> <li>Stay updated on industry trends, supply chain innovations, and emerging risks to recommend proactive solutions.</li> </ul> <p>7. <u>Additional Responsibilities</u></p> <ul style="list-style-type: none"> <li>Support other procurement-related tasks as required by management.</li> <li>Participate in cross-functional meetings to align procurement strategies with overall business objectives.</li> <li>Mentor and guide junior procurement staff (if applicable) to ensure effective procurement operations.</li> </ul>	
<b>Storeman / Storekeeper</b>	<ul style="list-style-type: none"> <li>Responsible for receiving, storing, and issuing F&amp;B supplies while maintaining accurate inventory and ensuring proper storage conditions.</li> <li>Tasks include checking deliveries, organizing storerooms, issuing items to kitchen staff, conducting stock checks, and ensuring cleanliness and food safety standards are met.</li> </ul>	<ul style="list-style-type: none"> <li>44 hours</li> <li>1 Woodlands Height, (S)737859</li> </ul>

## #10 Tim Hortons

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

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

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
<b>Assistant Store Manager</b> 	<ul style="list-style-type: none"> <li>At least 4 years' experience in the service industry with at least 3 years' experience in a similar store managerial role</li> <li>Leadership experience in store operations, building effective teams and coaching for performance</li> <li>Basic understanding of financial management and budgeting</li> <li>Knowledge of local employment regulations, health and safety standards</li> <li>Willingness to work in a fast-paced environment and adapt to changes</li> <li>Willingness to engage in shift work, which includes work on weekends and PH</li> </ul>	<ul style="list-style-type: none"> <li>Oversee daily operations - including inventory management, ordering, store organization and cleanliness</li> <li>Source, hire and onboard new employees. Coach for performance and address employee grievances</li> <li>Build a positive store culture that fosters teamwork and collaboration</li> <li>Plan and schedule shifts to ensure optimal store staffing</li> <li>Champion service excellence with the team. Role model and train employees to deliver great customer service</li> <li>Maintain rigorous quality control according to standards. Monitor product quality and consistency. Conduct regular store inspections to ensure compliance with regulations</li> <li>Drive sales and marketing initiatives to attract and retain customers. Lead team to promote limited-time offers, events and loyalty programs</li> <li>Prepare and manage store budget, monitor expenses and revenue. Review financial reports, propose and implement sales</li> </ul>	<ul style="list-style-type: none"> <li>44 hours</li> <li>Islandwide</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
		strategies <ul style="list-style-type: none"> <li>Organize and deliver training to improve employees' product knowledge, skills and service standards</li> </ul>	
<b>Barista (Full-Time/ Part-Time)</b>	<ul style="list-style-type: none"> <li>Passion for F&amp;B industry and customer oriented</li> <li>No prior experience required as training will be provided</li> <li>Strong communication skills and works well in a team</li> <li>Able to work in a fast-paced environment and handle multiple stations</li> <li>Willing to engage in shift work, which includes work on weekends and PH</li> </ul> <p>Additionally, for Part-Time:</p> <ul style="list-style-type: none"> <li>Able to commit for more than 6 months</li> <li>Min 20 Hours Per Week</li> </ul>	<ul style="list-style-type: none"> <li>As a Barista, you'll embark on a journey of learning and growth. Learn to prepare a diverse range of coffee and tea beverages, along with our signature fresh bakes and sandwiches, all while upholding our high-quality standards.</li> <li>You'll be the star creating positive experiences for our customers. You'll enjoy initiating conversations, building new connections, encouraging customers to try limited-time offers and join our loyalty program. Your thoughtful suggestions for items that complement their food or beverage choices will make their visit extra special.</li> <li>We take great pride in the consistency and excellence of our products.</li> <li>By following our standard recipes and preparation procedures, you'll ensure that each product maintains the freshness and quality we're known for. You'll also receive training on proper food handling and storage procedures, so as to maintain a clean, organized, and hygienic store environment.</li> </ul>	<ul style="list-style-type: none"> <li>20/ 44 hours per week</li> <li>Islandwide</li> </ul>
<b>Shift Leader (Supervisor) (Full-Time / Part-Time)</b>	<ul style="list-style-type: none"> <li>At least 3 years' experience in the service industry with at least 1 year experience in a supervisory role</li> <li>Passion for F&amp;B industry with proven experience in delivering excellent customer experiences</li> <li>Proven experience in</li> </ul>	<ul style="list-style-type: none"> <li>Maintain smooth workflows and efficient operations by supervising, supporting, and delegating tasks during shifts</li> <li>Build positive employee experiences on every shift. Provide coaching and feedback. Cultivate a positive work culture that fosters teamwork and collaboration</li> <li>Deliver exceptional customer</li> </ul>	<ul style="list-style-type: none"> <li>20/ 44 hours per week</li> <li>Islandwide</li> </ul>

Job Positions	Pre-requisites	Key Responsibilities	Working Hours / Location
	<p>leading teams</p> <ul style="list-style-type: none"><li>• Strong interpersonal and communication skills</li><li>• Able to multitask and manage change in a fast-paced environment</li><li>• Willingness to engage in shift work, which includes work on weekends and PH</li></ul>	<p>service and lead by example to create a welcoming store environment</p> <ul style="list-style-type: none"><li>• Adhere to company procedures for store opening/closing, coordinate shift schedules, monitor attendance and promptly address performance issues. Enforce company policies and standards</li><li>• Provide operational support and perform store tasks. Oversee store cleanliness and stock organization</li><li>• Maintain rigorous quality control in food and beverage preparation. Conduct regular store inspections to ensure compliance with regulations</li><li>• Monitor sales performance and assist the store manager in achieving targets</li><li>• Clearly communicate store updates to facilitate smooth shift handovers. Report any issues, incidents, or employee performance concerns to the store manager</li></ul>	

## e2i Services

### e2i Services

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- SkillsFuture Advice

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

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



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### **e2i Career Centre (DNI)**

Devan Nair Institute for Employment and Employability  
80 Jurong East St 21 Level 2  
Singapore 609607

### **Operating Hours**

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



### **e2i Career Centre (OMB)**

One Marina Boulevard  
1 Marina Boulevard #B1-03  
Singapore 018989



### **e2i Career Centre (OTH)**

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



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