

Jobs Listings (Re Sustainability Cleantech)

18 Dec, Community Job Clinic @ Cashew CC

Job Title	Job Description	Job Requirements	Min Years of Experience
Cleaner	<ul style="list-style-type: none"> The cleaner is responsible to carry out cleaning and maintenance duties to ensure the designated sites are in clean and orderly condition. These includes Cleaning, stocking and supplying designated facility areas (dusting, sweeping, vacuuming, mopping, restroom cleaning and etc) Performing and documenting routine inspection and maintenance activities 	<ul style="list-style-type: none"> Have a good level of hygiene and cleanliness Good and responsible team players Able to start immediately or short notice of period Open to retirees Willing to travel within an area 	0
Cleaning Supervisor	<ul style="list-style-type: none"> Manage a site team Supervise General Cleaning operations Supervise Toilet Cleaning operations Plan and supervise periodical cleaning task Ad hoc cleaning as per Operations / Area Manager instructions Track and report daily attendance Perform quality checks and join inspection with OM and client Handle feedback from clients Interview and recruit cleaners 	<ul style="list-style-type: none"> Good leadership skills Always setting as a role model to the team Have good customer service quality and cleaning standards Good interpersonal and communication skills 	2
Multi Skilled Driver (Class 3 & 4 Drivers Needed)	<ul style="list-style-type: none"> Transport of workers to work location from appointed locations Perform and ensure cleanliness in designated public areas (for e.g. toilet, train station, etc) Ad-hoc duties as assigned by superior as per job scope requirement. 	<ul style="list-style-type: none"> Must possess Singapore Class 3 or 4 Driving license Good and responsible team player Willing to travel within an area 	0
Restroom Cleaners	<p>The cleaner is responsible to carry out cleaning and maintenance duties to ensure the restrooms are in clean and orderly condition. These includes:</p> <ul style="list-style-type: none"> Cleaning, stocking and supplying designated restrooms areas Performing and documenting routine inspection and maintenance activities 	<ul style="list-style-type: none"> Have a good level of hygiene and cleanliness Good and responsible team players Able to start immediately or short notice of period Open to retirees Willing to travel within an area 	0

Job Title	Job Description	Job Requirement	Working Hours	Employment Type	Min. Years of Experience	Academic Qualifications	Academic Specialisations
Product Handler	<ul style="list-style-type: none"> • Receiving, transferring and dispatching parts/materials • Examine incoming parts/materials for damage/shortages and take necessary action • Report any error or faults of products/part to superiors • Assemble the products to the required specifications and standards • Other related tasks when required 	<ul style="list-style-type: none"> • Able to stand for long hours • Able to carry up to 30kg • Able to work in cold environment 	12-HR SHIFT Day shift : 7am to 7pm Night shift : 7pm to 7am 4334 work arrangement, will be required to work one weekend	Full-time	0	Primary	Others - lower than NITEC
Warehouse Assistant	<ul style="list-style-type: none"> • Reporting to the Store supervisor and take responsibility to ensure assignments is completed. • Arrangements of incoming materials and outgoing finished goods. • Ensuring S&S in the store and update of all stock cards. • Ensure kitting accuracy to support production. • Assist in the delivery of FG and ensuring documentation are inspected before shipment. • Assisting in stock count and ensure discrepancy is reported. 	<ul style="list-style-type: none"> • Must have warehouse experience • Able to work in cold environment 	12-HR SHIFT Day shift : 7am to 7pm Night shift : 7pm to 7am 4334 work arrangement, will be required to work one weekend	Full-time	1	Secondary	Others - lower than NITEC
Debug Technician	<ul style="list-style-type: none"> • Assist engineer to carry out all the Test related activities for server & Rack products for the production • To support & implement PXE server configuration for the products • Perform & maintain the server & rack run-test process • Perform & maintain the burn-in & power test process • To test and analyze all failures in the production products an work back with engineer on this improvement • Participate in the Kaizen activities • To update the test program masterlist & tracking • To prepare and update working instruction • To provide training over WI to production • To support on the NPI Process • To support production on mass run • Participate in ISO activities (implementation & maintain) 	<ul style="list-style-type: none"> • Nitec & above qualification in engineering with at least 1-3 years of working experience in testing and debug environment • Perform shift work • Able to carry 20kg work loads • Good understanding of test methods and concepts • Knowledge of programming and debugging skills: Linux & C++ 	12-HR SHIFT Day shift : 7am to 7pm Night shift : 7pm to 7am 4334 work arrangement, will be required to work one weekend	Full-time	1	NITEC	Electrical Engineering
Test Technician	<ul style="list-style-type: none"> • Assist engineer to carry out all the Test related activities • To support & implement product configuration setup • To analyze and perform troubleshooting on product failures and work closely with process and test engineer on yield improvement • Participate in the Kaizen activities • To update test tracking records • To prepare and update Working Instruction • To provide training over WI to New Hiring • To support the NPI Process and production runs • Participate in ISO activities (implementation & maintain) 	<ul style="list-style-type: none"> • Nitec & above qualification in engineering with at least 1-3 years of working experience in testing and debug environment • Perform shift work • Good understanding of test methods and concepts • Knowledge of programming and debugging skills: Linux & C++ 	12-HR SHIFT Day shift : 7am to 7pm Night shift : 7pm to 7am 4334 work arrangement, will be required to work one weekend	Full-time	1	NITEC	Electrical Engineering
Planner	<ul style="list-style-type: none"> • Serve as the primary liaison for assigned customer accounts, managing all matters related to planning, delivery, and supply chain performance. • Handle customer inquiries with professionalism, providing timely resolutions to ensure high levels of customer satisfaction. • Provide customers with regular and ad-hoc reports on production schedules, delivery timelines, and order status to ensure transparency and trust. • Monitor and analyze supply chain performance metrics, supporting root cause analysis for any missed targets and driving corrective actions. • Collaborate with internal teams to ensure production schedules are aligned with customer delivery requirements. • Actively participate in continuous improvement initiatives to enhance planning accuracy, process efficiency, and overall supply chain effectiveness. 	<ul style="list-style-type: none"> • Strong analytical skills with the ability to interpret data and provide actionable insights. • Proficient in Microsoft Excel; knowledge of SAP/ERP systems is an added advantage. • Excellent interpersonal communication, and presentation skills. • Independent, proactive, and resourceful, with the ability to work under pressure in a fast-paced environment. 	Mon to Fri 8.30am to 5.30PM	Full-time	3	Diploma	Logistics & Supply Chain
Weekend Planner (Able to work from Home)	<ul style="list-style-type: none"> • Serve as the primary liaison for assigned customer accounts, managing all matters related to planning, delivery, and supply chain performance. • Handle customer inquiries with professionalism, providing timely resolutions to ensure high levels of customer satisfaction. • Provide customers with regular and ad-hoc reports on production schedules, delivery timelines, and order status to ensure transparency and trust. • Monitor and analyze supply chain performance metrics, supporting root cause analysis for any missed targets and driving corrective actions. • Collaborate with internal teams to ensure production schedules are aligned with customer delivery requirements. • Actively participate in continuous improvement initiatives to enhance planning accuracy, process efficiency, and overall supply chain effectiveness. 	<ul style="list-style-type: none"> • Strong analytical skills with the ability to interpret data and provide actionable insights. • Proficient in Microsoft Excel; knowledge of SAP/ERP systems is an added advantage. • Excellent interpersonal communication, and presentation skills. • Independent, proactive, and resourceful, with the ability to work under pressure in a fast-paced environment. 	Vacancy 1: 7am – 3pm (Wed-Fri in office, Sat-Sun Work from home) Vacancy 2: 3pm – 11pm (Wed – Sun) Vacancy 1: Wed – Fr, Work in office, Sat & Sun work from home (work in office if needed) Vacancy 2: Wednesday – Sunday, 3.00 PM – 11.00 PM (Work from home) [may require to work in office if needed] While working from home is allowed, attendance at the office will be required when necessary	Full-time	3	Diploma	Logistics & Supply Chain
QA Inspector	<ul style="list-style-type: none"> • Perform regular quality assessments on outgoing products for shipping & conduct production line in-process quality inspection. • Able to inspect the rack & able to differentiate good & no good. • Need to have basic knowledge of taking photos. • Review and inspect products. • Reject all products and materials that fail to meet quality expectations. • Correct product or process to meet quality standards. • Follow standard operating procedures (SOPs) in performing assigned tasks • Compliance with RBA 	<ul style="list-style-type: none"> • Must have quality experience • Able to support 12 hrs shift 	12-hrs Shift Day shift : 7am to 7pm	Full-time	1	NITEC	
IT Support Engineer	<ul style="list-style-type: none"> • Fully support Ingrasys End users for daily IT Helpdesk, end user support during the shift timing, remote assistance could be requested from time to time • Monitoring Ingrasys ticketing system for any SFC/WMS and manufacturing related system issue and support with given SOF and steps • Pull system transaction data that require fundamental of SQL queries • Monitor network and server health, support tester and production network to run smooth, escalate issue upon emergency, requiring basic knowledge of TCP/IP • Support internal IT audit and training (internal & external) • Conduct IT internal audit and training module if compliance within factory. Perform internal IT audit based on defined procedure and policies from time to time • Coordinate various onboarding and onboarding processes • IT asset procurement paperwork, installation, configuration, support; license renewal; system / email account creation, revoking, perform buddy check and maintain proper records • Maintain and update internal Knowledge Base for common matters, feedback to SA / Development team for repeat issue occurrence and assist root cause analysis. • Handle any issues on system application faults, perform issue troubleshooting, and resolve IT hardware and software technical problems • Follow SOP to monitor and clear real-time reporting event backlog 	<ul style="list-style-type: none"> • Diploma or Degree in Computer Science/Engineering, Information Technology or equivalent • At least 1 year of working experience in IT helpdesk experiences with basic SQL skills • Good analytics and troubleshooting skills • Both a team player and independent contributor • Basic network and Mintel System administration concept • Knowledge of manufacturing system (MES, WMS) is a bonus • Able to communicate in Chinese to different stakeholders 	Thursday to Saturday & All Wednesdays	Full-time	3	NITEC	IT
Process Engineer	<ul style="list-style-type: none"> • Lead and manage a team of process Application Engineers and Technicians to drive all process-related functions, ensuring smooth and efficient production operations. • Collaborate with internal departments to establish and optimize process operation flows aligned with customer requirements and business objectives. • Oversee and maintain production work instructions (WI), including SFC control processes and SAP process maintenance. • Lead operations team in the implementation of Engineering Change Orders (ECO), ensuring proper execution and minimum disruption. • Champion process efficiency initiatives through continuous improvement projects, UPH (Units per Hour) monitoring, and Kaizen activities. • Manage and update the Engineering Change (EC) master list, ensuring accurate documentation and timely tracking. • Prepare, review, and update Work Instructions, ensuring compliance with operational standards. • Deliver training sessions on Work Instructions to production teams to build competency and efficiencies. • Support New Product Introduction (NPI) activities, ensuring seamless process integration into production. • Provide hands-on support during mass production runs to resolve issues and maintain output quality. • Actively participate in ISO-related activities, ensuring effective implementation, compliance, and certification. 	<ul style="list-style-type: none"> • Relevant experience in a manufacturing environment. • Some experience in equipment engineering •有能力 to collaborate effectively with customers, HQ/factory, peers, subordinates, and superiors. • Proven problem-solving skills with a proactive and analytical mindset. • Ability to work independently with minimal supervision. • Solid project management skills with the ability to manage multiple priorities. • Keen attention to detail and a strong focus on accuracy and quality. 	Mon to Fri 8.30am to 5.30PM	Full-time	1	Diploma	Engineering