

Job Title: Executive/Senior Executive, Technology

Reporting Officer

Manager, Technology

Job Description

You will help to enhance the competitiveness of Jewel Changi Airport retail, F&B and services businesses; as well as make Jewel Changi Airport a world class lifestyle destination, acclaimed for excellence in operations and service. Your role comprises of:

- Implementation and maintenance of IT infrastructure for Jewel daily operations.
- Working closely with the various stakeholders and being part of the team implementing technology projects including software applications, enhancements and hardware deployment.
- Involvement in developing IT policies and establishing SOPs for the staff.
- Procurement of IT related goods and services, managing tenders and negotiating contracts and ensuring that all procurement governance guidelines are strictly adhered to.

Skills/Knowledge Required

- Good Degree in Information Technology
- Minimum 3 years of relevant working experience, with proven track record in IT operations preferably in retail management, hospitality, or F&B industries
- Experience in vendor management and effective in managing scope and change request
- Strong in analytical and problem-solving skills
- Ability to manage multiple project activities at one time and excellent prioritisation skills
- Self-motivated, driven, analytical, assertive and a good team player
- Excellent interpersonal, verbal, written communication and presentation skills