

**Job Title: Manager, M&E**

**Reporting Officer**

Head of User Experience

**Job Description**

Jewel Changi Airport (Jewel), a world-class multi-dimensional lifestyle destination in Singapore, is developed by Jewel Changi Airport Trustee Pte. Ltd., a joint venture by Changi Airport Group and CapitalLand. Jewel features a distinctive dome-shaped facade made of glass and steel, making it an iconic landmark in the airport's landscape. At 135,700 sqm in size, it offers a range of facilities including airport services, indoor gardens and leisure attractions, retail and dining offerings as well as a hotel, all under one roof. These unique offerings in Jewel are envisaged to enhance Changi Airport's appeal as a premier air hub.

As the Manager for M&E, you will be part of the Mechanical, Electrical, Safety & Attractions ("MESA") team that manages Jewel's mechanical, electrical and attractions systems, as well as the overall fire safety and workplace safety & health. As a core member of MESA, you will:

- Oversee the M&E systems, including ACMV, Electrical & ELV Installations, Fire and Smoke Control Systems, and/or other assigned M&E services.
- Oversee the Attractions systems, including Rain Vortex and Canopy Park, and/or other assigned Attraction services.
- Oversee the Fire Safety and Workplace Safety & Health.
- Review technical drawings, calculations and fit-out submissions from tenants and contractors to ensure compliance with building guidelines.
- Monitor building energy consumption, perform technical calculations to analyse utility usage and propose cost savings initiatives.
- Manage the Green Mark recertification, including the appointment and management of consultants to ensure building retains or improves its current rating.
- Manage the smart facilities and innovations such as the Computerised Maintenance Management System (CMMS), automate workflows and drive predictive maintenance data.
- Responsible for M&E and Attractions maintenance budgeting (OPEX & CAPEX), expenditure and cost control.
- Seek continual improvement including but not limited to enhanced process/procedure formulation, recommendation for upgrading, life-cycle cost analysis, preparation of technical reports, tender specifications, procurement and necessary approvals, etc.
- Manage related service providers/vendors, which includes administering the corresponding contracts, reviewing their performance, and ensuring services delivered to & exceed expectations.
- Ensure all activities comply with approved work processes & instructions, safety procedures, quality controls and statutory Codes of Practice, among others.
- Liaise with the relevant authorities for annual (re)certifications, licenses to operate, submission of regulatory documents, etc.
- Grow and deepen the in-house technical expertise.
- Manage and support multiple stakeholders, including internal counterparts from leasing, marketing, attractions & mall operations, as well as external service providers & tenants.
- To act as the designated Ride Manager for the operating permit holder of the Walking Net Attraction.

### Skills/Knowledge Required

- More than 8 years of relevant experience in engineering maintenance in a large retail, attractions, or mixed-use environment, of which at least 3 years are in the capacity of a manager, leading a technical team.
- A people manager who is self-motivated, driven, analytical and a good team player, with proven ability to excel in a dynamic environment and perform under tight timeline.
- Excellent interpersonal, verbal, written and presentation skills.
- Degree in Engineering, Facilities Management, or other relevant technical disciplines.