

Job Title: Senior Executive, Facilities Management

Reporting Officer

Senior Manager, Facilities Management

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 encompasses:

- Manage Facilities Management related service provider and ensure services delivered conform to the provision in the contract.
- Carry out inspections for all Building Services and FM Soft Services
- Responsible and troubleshoot Building System Equipments
- Identify and implement improvement projects for Jewel Changi Airport.
- Monitor usage, implement preventive and corrective measures when required
- Liaise with authorities and submission of necessary documents such as, technical reports, approval papers, tender specifications, etc

Skills/Knowledge Required

- Degree or Diploma in Facilities Management / Project Management or equivalent
- 1-3 years of relevant experience in a similar capacity
- Self-motivated, driven, analytical, assertive and a good team player
- Excellent interpersonal, verbal, written communication and presentation skills