

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 Building, Soft Services and IT service provider and ensure services delivered conform to the provision in the contract
- Carry out inspections, Handing Over/Taking Over and Testing & Commissioning of Infrastructure and systems.
- Responsible and troubleshoot IT equipments.
- Identify and implement improvement projects for Jewel Changi Airport.
- Liaise with authorities and submission of necessary documents such as, technical reports, approval papers, tender specifications, etc
- Implementation and maintenance of IT infrastructure for Jewel daily operations.
- Work closely with the various stakeholders and be part of the team implementing technology projects including software applications, enhancements and hardware deployment.

Skills/Knowledge Required

- Degree or Diploma in IT/ Engineering or equivalent
- 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