



THE FULLERTON HOTEL  
SINGAPORE



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### **Maintenance Engineer**

- Oversee the daily operation of Engineering Department.
- Ensures smooth and efficient performance of all Hotel's M&E equipments.
- Ensures PPM Schedule and repair works is carried out accordingly.
- To administer work performance, records, reports, inventory controls, filings etc.
- Initiates cost estimates of labour and materials for work orders.
- Periodic inspections to check work progress and conditions of buildings/equipments.
- To implement monthly inspections on the fire alarm and protection systems.
- Assists Director of Facilities to carry out annual Fire Evacuation Drill Exercise with staff and guest.
- To prepare and submit Monthly Utilities / Operation Reports to the Director of Facilities.
- Exercise direct control over all engineering staff in matters pertaining to work performance, attendance, discipline, safety and house rules and regulations.
- To control and issue work orders to engineering departments and ensures speedy completion, issuing of spare parts if necessary.
- Provide front-line supports and trouble-shoot in the event of breakdowns.
- Carry out any other works as directed by Director of Facilities as and when necessary

### **Requirements :**

- Engineering and/or equivalent work experience.
- Preferably with strong facilities and maintenance background within a major hotel facility operation.
- Knowledge of facilities and maintenance principles and theories of hotel operations.
- Able to work in a fast-paced environment.
- Able to work on weekends / public holidays.

To apply for the above positions, please fill in our online application form on <https://www.fullertonhotels.com/join-us.html>. Alternatively, you could send your full resume to [careers@fullertonhotels.com](mailto:careers@fullertonhotels.com)