

## Facilities Maintenance Assistant

**Employment Type: Permanent, Full-time**

**Location: 10 Jalan Samulun, Singapore 629124**

### Job Description:

#### Groundskeeping & Landscaping

- Perform grass cutting, weed removal and trimming of green buffer areas.
- Maintain cleanliness and neatness of yard surroundings and landscaped zones.
- Prunes shrubs and small trees where required.
- Apply basic pest control or weed treatment (if certified).
- Ensure outdoor areas are safe and free from overgrowth hazards.

#### Facilities maintenance & Repairs

- Carry out minor repairs and general maintenance works across workshops and yard areas.
- Perform basic plumbing, electrical and carpentry repairs where required.
- Conduct routine inspections of company facilities and report defects.
- Assist in preventive maintenance works.
- Coordinate with external contractors when required.

#### Yard & Operational Support

- Support ad-hoc site works as assigned by Facilities / Operations team.
- Assist in minor modification works or setup activities.
- Support housekeeping and improvement initiatives across departments.
- Assist during company events, audits or inspections.
- Perform any other tasks as may be assigned by the supervisor.
- Ensure compliance with all relevant government regulations and the company's quality, safety, health, and environmental (QSHE) policies, practices, and procedures at all times.

### Requirements:

- Minimum secondary education or relevant technical certification
- Basic knowledge of electrical, plumbing, or building maintenance
- At least 1–2 years of maintenance experience preferred
- Able to use basic hand and power tools
- Physically fit and able to perform manual tasks
- Responsible, hands-on, and able to work independently
- A team player with the ability to work independently as well as in a team.

Interested applicants to email your resumes to [careers@bakertech.com.sg](mailto:careers@bakertech.com.sg) stating expected salary and earliest possible start date.

For walk-ins, please call 6262 1380 to schedule an interview appointment.