



PR/096914 | Operation Manager (Event Production)

Job Information

Recruiter

JAC Recruitment Singapore

Job ID

1586479

Industry

Digital Marketing

Job Type

Permanent Full-time

Location

Singapore

Salary

Negotiable, based on experience

Refreshed

June 23rd, 2026 09:00

General Requirements

Minimum Experience Level

Over 3 years

Career Level

Mid Career

Minimum English Level

Native

Minimum Japanese Level

None

Minimum Education Level

Associate Degree/Diploma

Visa Status

No permission to work in Japan required

Job Description

Responsibilities

- Supervise and coordinate the work of subcontractors to ensure timely completion of assigned tasks in accordance with the project schedule.
- Work closely with project and operations teams to achieve construction milestones and site objectives.
- Report progress, issues, and site conditions to the Construction Manager.
- Ensure compliance with approved construction methodologies, safety regulations, and safe work practices at all times.
- Monitor workmanship standards to ensure all works meet quality requirements and pass site inspections and testing.
- Read and interpret drawings, plans, and specifications accurately for execution on site.
- Oversee and assist with measurement, marking, and preparation of work areas.

- Coordinate and support on-site installation activities, including material handling and manual installation works when required.
- Assist team members in resolving technical or operational issues during daily activities.
- Ensure proper use of tools, equipment, and materials and maintain an orderly and safe work environment.

Requirements

- Minimum of 3 years of relevant experience in the construction industry.
- Possession of a Building Construction Safety Supervisor (BCSS) certificate or equivalent.
- Proven supervisory experience in foundation and structural works on active construction sites.
- Ability to work independently with a proactive and positive attitude.
- Strong capability in resolving production-related issues, including technical challenges, material coordination, and work scheduling.
- Sound understanding of construction and production processes, with the ability to manage, coordinate, and resolve site issues effectively.

Varick Lee
EA Personnel: R2197221
JAC Recruitment Pte Ltd (90C3026)

#LI-JACSG
#countrysingapore

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Company Description