

JOB DESCRIPTION

Designation	Smart Systems and Operations Support Associate (TP Career Kickstarter)
School/Department	School of Engineering
Number of Position	1
Duration	9 months

Key Responsibilities
<ul style="list-style-type: none"> • Assist with the installation and operation of Smart Recycling Bins deployed at School of Engineering. • Oversee the commissioning and operation of the Automated Tray Return System deployed at the rejuvenated Business Canteen and Short Circuit Canteen. • Support the operation of the Precision Engineering Smart Line Learning Enterprise for providing chargeable engineering services to the industry. • Coordinate the repair and installation of new and existing synchronous clocks deployed within TP campus. • Assist in the coordination of SkillsFuture Career Transition Programme (SCTP) for Environmental Specialists, including the management of teaching materials, teaching assets, logistics and administration.

Prerequisites
<ul style="list-style-type: none"> • Qualification in suitable disciplines including Mechatronics, Electronics or Computer Engineering. • Domain skills in Electrical & Electronics Circuit Analysis, Mechatronics System Integration and Computer Programming. • Proficient with CREO and EAGLE (EDA) software; familiarity with mobile application development software is preferred. • Strong written and verbal communication skills, and effective presentation skills. • Strong interpersonal and collaborative skills. • Strong analytical skills with attention to detail. • Able to manage multiple priorities and meet tight deadlines. • Positive attitude and willingness to learn. • Able to work independently and as a team.