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## Asset & Facilities Management – Assistant Chief Engineer (Landscape)

### Job Description:

- ❖ Oversee and manage the entire maintenance and operation of the exterior of all the Horticulture, Soft Landscape, Hard Landscape and irrigated areas
- ❖ Perform daily inspections to ensure the level of 1st class landscape environment is maintained
- ❖ Plan, monitor and control the operational expenses and the investment budget for the foreseeable needs

### Position Requirements:

- ❖ Bachelor's degree in engineering is preferred
- ❖ 8 years' job experience in related area which inclusive of 5 years' managerial experience
- ❖ Good knowledge of Soft and Hard Landscape construction, maintenance and automatic irrigation systems
- ❖ Familiar with Landscape and irrigation drawings
- ❖ Fluent English, Mandarin, and Cantonese

**Hotline: 8118 6293**

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## Asset & Facilities Management – Assistant Chief Engineer (MEP)

### Job Description:

- ❖ Oversee and manage daily operations of the Asset & Facilities - MEP team including all MEP equipment and systems: HVAC, Plumbing & Drainage, Water Treatment, Electrical, Central Control Monitoring System and Central Chiller Plants
- ❖ Monitor the effects of servicing and maintenance on equipment condition and ensure all systems are operated in an effective, efficient, and safe manner
- ❖ Plan, schedule, and evaluate preventative maintenance programs to ensure the longevity, reliability, and efficiency of all MEP equipment
- ❖ Assist in developing, preparing, and managing the department's budget, ensuring all expenditures for repairs and maintenance are reasonable, justified, and cost-effective
- ❖ Continuously enhance service and maintenance levels to provide the best solutions for any issues in the property

### Position Requirements:

- ❖ Bachelor's degree in Mechanical engineering is preferred
- ❖ 8 years' job experience in related area at Electrical, Mechanical & Environmental engineering which inclusive of 3 years' managerial experience
- ❖ Familiar with Building Management System and operations in MEP field
- ❖ Fluent English, Mandarin, and Cantonese

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## Facilities – A&A – Project Engineer

### Job Description:

- ❖ Responsible for the on-site technical execution and operational management of Central Utility Plants (CUP) projects
- ❖ Develop and maintain comprehensive project plans, including details schedules, cost estimates, and resource allocation
- ❖ Lead the design coordination process, reviewing drawings, specifications, and technical submittals for compliance with project requirements and standards
- ❖ Oversee project budgeting, cost forecasting, and financial reporting, ensuring adherence to affordability targets
- ❖ Chair project review meetings, present status updates to senior management, and manage formal reporting

### Position Requirements:

- ❖ Bachelor's degree in Building Services/ Mechanical/ Electrical Engineering is preferred
- ❖ At least 5 years of relevant work experiences
- ❖ Familiar with MEP Engineering, on-site construction and building maintenance
- ❖ Fluent in English, Mandarin and Cantonese

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## Asset & Facilities Management – Manager (Asset Management - Warehouse)

### Job Description:

- ❖ Responsible for Asset & Facilities Management daily warehouse operation: planning, directing and overseeing all warehousing function
- ❖ Implement and maintain an inventory management system for tracking stock levels, asset parts and work order parts consumption
- ❖ Manage warehouse operating budget, including labor, supplies and equipment
- ❖ Monitor inventory carrying costs and implement inventory optimization strategies
- ❖ Assist in evaluation of parts lifecycle, recommend stocking changes, and identify obsolete/ slow-moving inventory for disposal/redistribution
- ❖ Coordinate closely with team leader to ensure spare parts and critical consumables are available

### Position Requirements:

- ❖ Bachelor's degree in Facilities Management/Logistics/Supply Chain is preferred
- ❖ 5 years' job experience in related area which inclusive of 3 years' supervisory experience
- ❖ Good knowledge of MEP system and facilities maintenance spare parts
- ❖ Familiar with Ariba, Maximo and SAP system
- ❖ Fluent English, Mandarin, and Cantonese

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## Asset & Facilities Management – Manager (Hotel)

### Job Description:

- ❖ Assist Assistant Chief Engineer in maintaining the hotel condition in good shape
- ❖ Manage the preventive maintenance with the team to ensure uninterrupted hotel daily operation
- ❖ Manage inventory and material storage, including tracking stock levels, placing orders, and supporting maintenance needs
- ❖ Experience with fit-out and builder work and implement rigorous quality standard
- ❖ Strong communication skills to coordinate with team and other departments, ensure smooth cooperation and task follow up

### Position Requirements:

- ❖ Bachelor's degree in Engineering field is preferred
- ❖ 5 years' job experience in related area which inclusive of 2 years' supervisory experience
- ❖ Fluent in English, Mandarin and Cantonese

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## Asset & Facilities Management – Manager (Central Chiller Plant)

### Job Description:

- ❖ Manage preventive and predictive maintenance programs for all utility systems and fixed plant equipment (e.g. boilers, chillers, air-handlers, and emergency generators)
- ❖ Provide technical support to daily operations of the automated Chiller Plant – including all mechanical, electrical, and emergency /life-safety systems
- ❖ Provide planning and scheduling needs for the department and ensure all safety and environmental requirements are met
- ❖ Develop and update standard operating procedures for all chiller, boiler, and generator equipment and services

### Position Requirements:

- ❖ Bachelor's degree in Engineering field is preferred
- ❖ 5 years' job experience in related area which inclusive of 2 years' supervisory experience
- ❖ Good knowledge of Central Chiller Plant and related building service system
- ❖ Fluent English, Mandarin, and Cantonese
- ❖ Willing to work 24 hours on-shift

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## Asset & Facilities Management – Manager (Carpentry)

### Job Description:

- ❖ Manage and monitor daily operation of Carpentry and Weld Shop repair and new build works
- ❖ Oversee and project manage all related addition and alterations to the existing Furniture
- ❖ Manage the inventories of materials and equipment. Ensure all long lead and special items are ordered in advance

### Position Requirements:

- ❖ Bachelor's degree holder is preferred
- ❖ 5 years' job experience in related area which inclusive of 2 years' supervisory experience
- ❖ Proficient of AutoCAD application
- ❖ Fluent in English, Mandarin and Cantonese

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## Asset & Facilities Management – Supervisor (Fire Safety – Wet Fire)

### Job Description:

- ❖ Develop and enhance wet fire control logic, record and manage all testing of wet fire control systems, gain an intimate understanding of wet fire systems and daily operations
- ❖ Able to have quick response for all fire alarms and set up emergency response procedure
- ❖ Assist Manager to coordinate and monitor wet fire service related to inspection and Executive monthly maintenance schematics
- ❖ Assist to conduct fire drill and trainings to team members

### Position Requirements:

- ❖ Bachelor's degree in Engineering is priority considered
- ❖ 3 years' job experience in related area
- ❖ Familiar with the system principle, operation and maintenance of fire system
- ❖ Good communication skills and Fluent in English, Mandarin and Cantonese

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## Asset & Facilities Management – Supervisor (Podium)

### Job Description:

- ❖ Assist Manager in monitoring and maintaining the normal operation of all Facilities, Builders and Fit-outs in property
- ❖ Assist the Manager in coordinating and supervising the planned maintenance activities carried out by the contractors and in-house technicians for building services, systems and equipment in order to meet the required objectives
- ❖ Direct technicians on routine maintenance and urgent repair works in accordance with sound engineering practices and occupational health and safety regulations
- ❖ Supervise the contractors to carry out the mechanical and electrical maintenance and urgent repair works to ensure their works are in compliance with the required specifications and standards

### Position Requirements:

- ❖ Bachelor's degree in Engineering is priority considered
- ❖ 3 years' job experience in related area
- ❖ Fluent in English, Mandarin and Cantonese

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## Asset & Facilities Management – Supervisor (Plumbing & Drainage)

### Job Description:

- ❖ Ensure the reliability of the property water supply and drainage system
- ❖ Assist Manager to monitor, control and maintain the water supply and drainage system to complete tasks on time as per the design and specification requirements
- ❖ Supervise the contractors to carry out the mechanical and electrical maintenance and urgent repair works to ensure their works are in compliance with the required specifications and standards
- ❖ Perform daily maintenance of the property water supply and drainage system

### Position Requirements:

- ❖ Bachelor's degree in Engineering is priority considered
- ❖ 3 years' job experience in related area
- ❖ Proven experience in plumbing & drainage system operation and maintenance
- ❖ Willing to work 24 hours on-shift

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## 資產與設施管理部 – 技術員 (資產管理)

### 工作内容:

- ❖ 對物業資產和相關圖紙進行現場檢查和校對，並確保有關記錄符合公司政策和標準
- ❖ 協助行政工作，包括準備報告和簡報、和資料輸入，確保資料庫和系統中的記錄準確無誤
- ❖ 定期檢查和更新物業內的資產標籤和協助相應的配置工作

### 職位要求:

- ❖ 如具有機械/ 機電/ 屋宇裝備工程學士學位者將優先考慮
- ❖ 良好的廣東話和普通話，一般英文的語言能力
- ❖ 需輪班工作

查詢熱線: 8118 6293

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## Asset & Facilities Management – Commercial Manager (MEP)

### Job Description:

- ❖ Develop and implement commercial strategies for MEP renovation and retrofit projects, aligning with company goals, project objectives and client requirements to maximize profitability and minimize commercial risks
- ❖ Lead end-to-end subcontractor contract management, including supporting negotiating contract terms and conditions with procurement team, reviewing and finalizing contract documents, overseeing contract execution and managing contract amendments/ disputes to ensure compliance, risk mitigation and alignment with project needs
- ❖ Oversee all project-related cost control and expenditure management, including reviewing subcontractor invoices, material procurement costs and soft cost expenses, ensuring accuracy, cost-effectiveness, and alignment with project budgets and contracts
- ❖ Manage the subcontractor payment process, including approving payment applications, verifying payment eligibility, coordinating with finance teams, ensuring timely and accurate payment to subcontractors while maintaining cash flow efficiency

### Position Requirements:

- ❖ Bachelor's degree in Business Administration/ Facilities Management is preferred
- ❖ 5 years' job experience in related area which inclusive of 3 years' supervisory experience
- ❖ Excellent cost control and analytical skills, with the ability to analyze complex cost data, identify variances and implement effective corrective actions
- ❖ Familiar with Microsoft Office and Power BI
- ❖ Fluent English, Mandarin, and Cantonese

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## Asset & Facilities Management – Project Safety Engineer (MEP)

### Job Description:

- ❖ Develop implement, and continuously improve project safety management systems, guidelines, procedures tailored to M&E retrofit projects, ensuring alignment with local safety laws, regulations and company safety policies
- ❖ Conduct regular safety inspections and risk assessments throughout the project lifecycle, identify potential safety hazards and quality risks related to M&E systems, propose and track corrective and preventive actions
- ❖ Oversee on-site safety supervision, including monitoring the implementation of safety measures, ensuring workers comply with safety protocols and addressing safety violations in a timely manner
- ❖ Coordinate with project managers, contractors and on-site workers to communicate safety requirements, conduct safety training and toolbox talks, and enhance safety awareness among all project participants
- ❖ Investigate safety incidents, near-misses and quality defects related to M&E works, prepare detailed incident reports, analyze root causes and recommend improvements to prevent recurrence

### Position Requirements:

- ❖ Bachelor's degree in Engineering is preferred
- ❖ 5 years' job experience in related area which inclusive of 3 years' supervisory experience
- ❖ Familiar with safety equipment and PPE requirements for M&E works, ability to evaluate the proper use and maintenance
- ❖ Fluent English, Mandarin, and Cantonese

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## Asset & Facilities Management – MEP Planner Specialist (Plumbing & Drainage)

### Job Description:

- ❖ Develop and manage the 52-week Preventive Maintenance schedule for all water supply, pumping, storage, drainage, and treatment assets
- ❖ Coordinate with operations and MEP teams to schedule planned downtime with minimal guest impact
- ❖ Liaise with stores and procurement to maintain optimal inventory levels for critical spares. Review and update bill of materials (BOM) accuracy in the CMMS system
- ❖ Manage and analyze Maximo (CMMS) data for all plumbing and drainage assets, including asset hierarchy, maintenance plans, job plans, and meter readings
- ❖ Support continuous improvement initiatives by analyzing work order history to identify recurring failures, cost trends, and reliability improvement opportunities

### Position Requirements:

- ❖ Bachelor's degree in Building Services/ Mechanical/ Electrical Engineering is preferred
- ❖ 3 years' job experience in related area
- ❖ Familiarity with CMMS (preferably Maximo, MAS) – work order management, PM scheduling, and data reporting
- ❖ Competent in Microsoft Office (Power BI, Excel, Word, Outlook, PowerPoint) for data analysis and reporting
- ❖ Fluent English, Mandarin, and Cantonese

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## Asset & Facilities Management – Manager (Electrical)

### Job Description:

- ❖ Assist Chief Engineer(MEP) in monitoring and maintaining the normal operation of Electrical Equipment
- ❖ Work with all departments in project coordination to minimize disruption
- ❖ Coordinate set up and schedule all associated permits, power and communications for all entertainment venues
- ❖ Be a subject matter expert in electrical field and lead a field technical trouble shooting on power supply related incidents and give guidance to electrical subordinates
- ❖ Have an intimate knowledge of all major electrical systems in their operation and potential weaknesses

### Position Requirements:

- ❖ Bachelor's degree in Engineering is preferred
- ❖ 5 years' job experience in related area which inclusive of 2 years' supervisory experience
- ❖ Fluent in English, Mandarin and Cantonese

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## Asset & Facilities Management – Project Engineer (HVAC)

### Job Description:

- ❖ Assist the Project Manager in the planning, coordination, and execution of HVAC projects, including site surveys, system assessments, and technical documentation
- ❖ Responsible to conduct site inspections, surveys and provide report with necessary recommendations, action plans and follow-up with subsequent implementation
- ❖ Conduct inspection and T&C witness during the construction phases to ensure the quality of the project. Prepare and maintain technical reports, inspection logs, punch lists, and other project documentation related to HVAC systems
- ❖ Follow up the ISO requirement of SCL facility department, and continuously improve the project management process to meet the project delivery requirement

### Position Requirements:

- ❖ Bachelor's degree in Mechanical Engineering is preferred
- ❖ At least 3 years of relevant work experiences
- ❖ Familiarity with HVAC system include Air Conditioning, Ventilation and BMS control systems
- ❖ In-depth understanding of HVAC construction codes, IBC code and local regulatory requirements for renovation and retrofit projects
- ❖ Familiarize HVAC construction drawings, schematic diagrams, plans and specifications
- ❖ Fluent in English, Mandarin and Cantonese

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