



CITYNEON

Cityneon is a leading provider of event marketing and event management services for major corporate and public events. These include award ceremonies, brand campaigns and road shows, product launches, conferences, forums, meetings, commemorations and celebrations.

Our clients include some of the largest and most prestigious corporations and public agencies such as EDB, A*STAR, International Enterprise Singapore, Microsoft, Singapore Exhibition Services, Reed Exhibitions, IIR Exhibitions, IBM, Siemens, CapitaLand, Hyflux, etc.

Senior Project Manager (Overseas Posting)

You will execute project management tasks and make decisions related to project implementation. Leading and managing a team to deliver results, you will be involved in all stages of projects from conceptualisation, design and documentation to delivery. You will be responsible for the smooth progress and completion of projects within cost, time and of the highest quality standards. You are expected to be knowledgeable with statutory approval procedures and plan, co-ordinate and liaise with the relevant authorities to secure all necessary planning and technical clearances.

Requirements:

- Degree/Diploma in any Engineering/Building/Interior Design
- At least 8 years of experience in a relevant industry
- Experience in liaising with relevant parties including government departments to ensure compliance with local statutory requirements

Sales & Marketing Executive

You will analyse market demand for our products and generate leads. You are expected to meet clients for presentations, prepare quotations and provide after-sales service. You will also be responsible for meeting the monthly sales target.

Requirements:

- Advanced/Higher/Graduate Diploma in Marketing or Business Administration
- Strong presentation and interpersonal skills
- Proficiency in Microsoft Office applications
- Preferably have own transport

Quantity Surveyor

You will co-ordinate with sub-contractors and liaise with clients and consultants on design and drawing matters. You will lead the site project team for timely achievement of project deliverables and ensure full compliance of project site documentation and implementation according to local standards and regulations.

Requirements:

- Diploma in Building Management/Civil Engineering or equivalent
- At least 3 years of experience on site with a good grasp of building regulations and a flair for contract administration including tender submission

Account Servicing Manager (Exhibition/Interior Design)

You will manage projects and the entire business relationship effectively to achieve profitable sales, and serve key accounts to increase the company's regional market share. You will explore and generate new sales leads, and be responsible for the regional sale of our service in exhibition and interior design.

Requirements:

- Tertiary education in Marketing/Design/Architecture or equivalent
- Creative and possess strong business acumen in exhibition and interior design with at least 5 years of relevant experience
- Knowledge of exhibition and interior design is essential
- Able to travel and ready for short-term overseas assignments

Project Manager

You will manage the company's projects from inception to completion. You will plan, co-ordinate and liaise with our clients, suppliers and sub-contractors to ensure that work is progressing as planned, quality is of expected standard and cost is kept within the budget.

Requirements:

- Degree/Diploma in Mechanical/Electrical/Interior Design/Civil Engineering/Building Management
- At least 5 years of experience in design development, building project management, planning and scheduling of work programmes for interior design and commercial projects
- Experience in liaising with relevant parties including government Departments to ensure compliance with local building authorities requirements
- Knowledge of Primavera software an advantage

Attractive remuneration and benefits will be offered to successful candidates.

You may email your detailed resume with your present and expected salaries to talentmgt@cityneon.com.sg, by 20 June 2009.

(We regret that only shortlisted candidates will be notified.)

www.cityneon.net