



We are hiring!

TECHNICAL ASSISTANT – M3 MARINE EXPERTISE

Company Description

Based in Singapore, **M3 Marine Group** and its subsidiaries provide a comprehensive range of offshore marine services tailored to meet the needs of the offshore marine and oil & gas Industry. With decades of relevant extensive multi-faceted experience, direct access to a vast network of operators, offshore vessel owners and shipyards and backed by a wide network of Associates in Europe, Asia, the Middle East and Australasia, we are committed to meeting the growing local and international demand for specialised marine services. Our respective diverse multi-disciplined teams of dedicated experienced professionals constantly interface with the market, possessing real and valuable experience in their respective fields.

We are looking for someone who has:

- ✓ Bachelors Degree in Naval Architecture and Marine Engineering or equivalent.
- ✓ Minimum 1 - 2 years of relevant work experience with design and/or operational support.
- ✓ Only Singaporean / PR needs to apply.

Competencies you will bring:

- ✓ Proficient with engineering software; AutoCAD.
- ✓ Proficient with Microsoft Word, PowerPoint and Excel.
- ✓ Ability to work independently as well as in a team.
- ✓ Good oral and written communication skills in English language.
- ✓ Motivated to facilitate and contribute to the company's growth.

Roles & Responsibilities:

- ✓ Responsible for efficient delivery of AutoCAD drawings, reports, and other deliverables as required by the directors.
- ✓ Provide engineering and project management support for assigned projects.
- ✓ Provide document control and ensure good document handling. Update and revise documents / folders as required.
- ✓ Contribute to a positive and professional working environment
- ✓ Perform other related tasks that may be required from time to time.

Applicants should email their CV to recruiting@m3marine.com.sg. Only shortlisted candidates will be notified.