



# 新加坡浸信教会 *The Singapore Baptist Church*

1 Cambridge Road Singapore 219677 Tel: 62993845 Fax: 62938946  
Website: [www.singaporebaptistchurch.sg](http://www.singaporebaptistchurch.sg) Email: [tsbcacct@gmail.com](mailto:tsbcacct@gmail.com)

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**We are looking for a full-time Caretaker to join our church.**

我们正在征聘一位全职教会管堂加入本会。

**Position 职位: Church Caretaker 教会管堂**

**The primary functions of this position include but are not limited to:**

**主要职责包括但不限于:**

- 1) 照看教会建筑, 确保教会院区的安全。  
Looking after the Church premises to ensure the overall security of the Church compounds.
- 2) 监督清洁工人, 负起平时的清洁工作, 并确保整体教会设施的清洁。  
Supervising cleaner, taking charge of daily cleaning work, and ensuring the overall cleanliness of the premises.
- 3) 监督剪草工人, 并在平时负责浇灌与修剪植物。  
Supervising grass-cutting worker, taking charge of daily watering and regular trimming of plants.
- 4) 为教会活动准备茶水及摆设桌椅。  
Preparing refreshments and arranging tables and chairs for church activities.
- 5) 开门、锁门, 并确保不在使用的电器或设备的电源已关闭。  
Unlocking and locking doors, and ensuring all electrical appliances and devices are switched off when not in use.

**Qualifications/Requirements 资历:**

- 1) In good health (able to move slightly heavy items)  
健康状况良好 (能搬移稍重物件)
- 2) Must be able to work well with others.  
必须能与他人合作融洽。
- 3) Preferably a Christian  
本身是基督徒为佳

Interested applicants are welcome to call Singapore Baptist Church for an interview.

欢迎有兴趣者致电至本会申请面试。