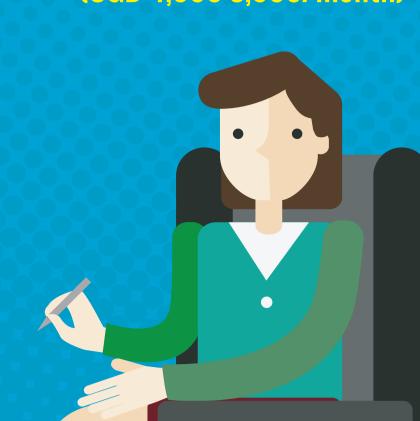


### LEGAL SECRETARY (SGD 4,000-8,000/month)



• Performs secretarial tasks in law offices.

- Writes legal documents such as summons, and subpoenas, motions.
  Does standard duties such as answering calls or emails, greeting clients, and transcribing data.
- SETTLEMENTS MANAGER (SGD 5,000-8,300/month)



• Eases treasury settlements, keeps precise and reliable cash flow, and pools price forecast.

DIGITAL MARKETING MANAGER

(SGD 6,000-10,000/month)

• Directs staff in a fast-paced, detail-oriented environment with strict deadlines.

#### FINANCE MANAGER



- Runs several campaigns using varied digital marketing means such as paid SEO (search engine optimisation), social media, and welldesigned websites
  - Brings key marketing improvements to make sure target market knows the brand (and its products or services).
  - Draws new users to the brand the firm promotes.

#### FINANCE COMPLIANCE MANAGER (SGD 8,000-10,000/month)

• Interprets cash flows and prepares spending plans.

• Is up-to- date, farsighted, driven to help the business grow.

Predicts future trends through data analysis.



- Is up-to- date with laws that can affect the business.
- Makes sure the team complies with the new law through proper training and seminars.

#### QUALITY LEAD OR MANAGER (SGD 6,000-10,000/month)



- Helps the company meet client expectations by ensuring product and service quality.
- Sets up and maintains control and documentary procedures.

#### IT SECURITY CONSULTANT (SGD 4,000-8,000/month)



AFFAIRS SPECIALIST OR MANAGER (SGD 4,000-12,000/month)

SCIENTIFIC AND REGULATORY



- Analyses possible security breaches and builds up the system to prevent them from happening.



- Makes sure that any product developed, manufactured, or distributed by the company doesn't go beyond the bounds of the law. • Shows strong knowledge base and skill set in science, writing,
- and reading comprehension. • Has in-depth understanding of legal matters concerning the company.

• Has vast knowledge on scientific, legal, and business issues.

## (SGD 7,500-12,000/month)

FINTECH DEVELOPER



# (SGD 8,000-15,000/month)

FINANCE CONTROLLER



- authorities, and corporate files. • Does proper accounting and makes sure the company earns profits.

MOST IN-DEMAND JOBS IN SINGAPORE 2017

Median Pay: SGD 3,000 a month **Associate Professionals and Technicians (7,950 Job Vacancies)** 

Median Pay: SGD 3,500 a month

Median Pay: SGD 2,000 a month

**Cleaners, Labourers, and Related Workers (6,540 Job Vacancies)** Median Pay: SGD 1,000-1,300 a month

**Service and Sales Workers** (11,840 Job Vacancies)

- **Managers and Administrators (4,130 Job Vacancies)**
- Median Pay: SGD 4,600-8,200 a month **Clerical Support Workers (3,160 Job Vacancies)**
- **Plant and Machine Operators and Assemblers (2,970 Job Vacancies)**
- Median Pay: SGD 2,800 a month

**Craftsmen and Related Trades Workers (1,910 Job Vacancies)** Median Pay: SGD 1,600 a month







Sources: Cashmart.sg | Michaelpage.com.sg

