

SCDF Internship Opportunities

Gain firsthand exposure to the operations of the Lifesaving Force and contribute to SCDF's key initiatives and innovation projects aimed at enhancing its core mission to protect and save lives and property for a safe and secure Singapore.



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Corporate Communications Department (CCD)

Corporate Communications & Services Branch

Job Description and Requirements

The intern will join the Corporate Communications Department's Media Production Unit either as a:

- **Production Intern:** He/she will be involved in the development, pre-production and production stages of SCDF's media production, including corporate videos, narrative miniseries and coverage for events and exercises.
- **Technical Intern:** He/she will be involved in the production and postproduction aspects with roles such as junior grip, junior camera grip and junior editor. The intern will help to create SCDF's content ranging from corporate videos, narrative miniseries and event coverage.

Interns will be required to have some prior experience in audio-recording, filmmaking, video-editing, video storyboarding, directing in-house productions.

Learning Outcomes

- 1) Gain experience in the pre-production and production process
- 2) Gain experience in the technical aspects of media production

Preferred Area of Study

Digital Film and Media

Emergency Medical Services Department (EMSD)

Readiness Branch

Job Description and Requirements

The intern will assist the Emergency Medical Services Department's Readiness Branch to:

- Ensure defibrillators, suction devices and equipment are always functional
- Ensure consistency in equipment layout and quantity across ambulances
- Improve durability and safety of equipment bags during disasters
- Assess feasibility of hybrid/ electric ambulances to move towards greener EMS operations

Learning Outcomes

- 1) Gain exposure to EMS equipment and protocols
- 2) Gain experience on fleet and equipment management
- 3) Understand the essential medical protocols, inventory control for critical supplies and how logistics are managed under pressure
- 4) Observe infection control and medical management practices in mobile environments
- 5) Observe how real-time tracking and maintenance systems support service reliability

Preferred Area of Study

Infocomm Technology, Engineering, Health Sciences

Fire Safety Department (FSD)

Seeking for a dynamic and tech-savvy intern to support our innovative blockchain project for regulated fire safety products (RFSPs) certification. This role offers hands-on experience in project management, data analysis, and user acceptance testing within Singapore's fire safety industry.

Job Description and Requirements

The intern will assist the Fire Safety Department in:

- Conducting User Acceptance Testing (UAT) for the RFSP certification platform.
- Analysing data and applying data visualisation techniques to summarise and present findings effectively.
- Preparing technical documentation and training materials.
- Gathering and analysing user feedback for platform improvements.
- Completing ad hoc tasks whenever required.

Interns will be required to be proficient in Microsoft 365 (Excel, Word, PowerPoint, etc), understand data analysis techniques and tools, have good analytical and problem-solving skills, be detail-oriented, and possess effective communication and interpersonal skills. Experience in UAT or software testing would be advantageous.

Learning Outcomes

- 1) Develop skills in UAT testing
- 2) Enhance data analytical and visualisation capabilities
- 3) Improve project management and stakeholder communication skills
- 4) Learn about fire safety regulations and certification processes

Preferred Area of Study

Engineering, Sciences, Architecture, Infocomm Technology, any other related disciplines

HazMat Department (HAZ)

Plans & Policy Branch

Job Description and Requirements

The intern will assist HazMat Department's Plans & Policy Branch in:

- Conducting research on case studies of recent international incidents, involving Industrial Chemicals (TIC) and Chemical, Biological, Radiological and Explosive (CBRE) materials.
- Conducting research on international response to the incidents and highlighting best practices, challenges and learning points.
- Comparing response with established doctrines in SCDF and reviewing relevance.

By the end of the internship, interns will be required to submit summary reports and present findings from research.

Learning Outcomes

- 1) Gain exposure on the expertise, knowledge and skills required in dealing with Toxic Industrial Chemicals (TIC) and Chemical, Biological, Radiological and Explosive (CBRE) threats.
- 2) Learn how to manage public feedback and conduct investigations on potential P&FM licensing violations.
- 3) Gain experience in conducting research on conventional and unconventional HazMat response matters.

Preferred Area of Study

Engineering, Infocomm Technology and Sciences

Human Resource Department (HRD)

National Service & Affairs Branch

Job Description and Requirements

The intern will assist the Human Resource Department's National Service & Affairs Branch in:

- Data-related activities (e.g., data harvesting, preparation, processing, and exploration tasks)
- Stakeholders Engagement, enhancing clarity relating to NS-related processes
- Formulation of guidelines
- Engagement events
- Addressing dynamic assignments and projects

Intern will be required to:

- Possess competent writing skills and comfortable working with data and the use of Microsoft Office applications
- Have willingness to learn and adapt in a fast-paced environment
- Possess strong interpersonal skills; comfortable working with people of all levels and able to effectively communicate with internal stakeholders
- Be proactive and self-motivated with a desire to take on new challenges

Learning Outcomes

- 1) A unique opportunity to gain hands-on experience in data harvesting, optimisation, and analysis of NSF and NSmen-related datasets to derive insights and trends for developing strategies.
- 2) Sharpening of problem-solving skills through data exploration and understanding SCDF NS manpower deployment processes.
- 3) Exposure to a wide range of perspectives and insights concerning SCDF NS processes (e.g., deployment, manpower, organisation needs).

Preferred Area of Study

Business, Engineering, Health and Social Sciences, Infocomm Technology, Sciences, Computing & Data Science, Humanities, Arts & Social Sciences

Logistics Department (LOGS)

Job Description and Requirements

The intern will assist the Logistics Department in:

- Conducting comprehensive fleet data analyses and compiling evaluation reports for operational improvements
- Collating, drafting and pitching business process improvements based on analytical findings
- Engaging various stakeholders to understand end-to-end business needs and operational workflows
- Supporting system enhancement projects through testing and user feedback collection
- Changing management initiatives to improve business outcomes
- Participating in project implementations and contribute to iterative improvements

Learning Outcomes

- 1) Learn how to develop data analytics and reporting capabilities in a working environment
- 2) Learn how to execute business process re-engineering programmes to improve operational outcomes
- 3) Gain experience in systems testing and user experience analysis
- 4) Understand fleet management systems and operational workflows
- 5) Gain practical insights into fleet operations and maintenance processes

Preferred Area of Study

Engineering, Business, Computing & Data Science

Planning & Organisation Department (P&O)

Organisation Development Branch

Job Description and Requirements

The intern will assist the Planning & Organisation Department's Organisation Development Branch by:

- Supporting ODB in organising staff activities like award ceremonies, staff engagement sessions and workshops that celebrate and grow our people.
- Collating and analysing data from quarterly award submissions and survey results.
- Designing and rolling out monthly EDMs (electronic direct mails) to share OD initiatives and inspire our workforce.
- Researching for benchmarking and review of business processes, contributing fresh ideas to improve how we work.
- Assisting in OD-related projects like digitising records, development of electronic registry system and AI chatbot to enhance knowledge management and organisation efficiency.

Students who are interested in creative and analytical work, eager to make a difference and possess good writing and design skills (Canva/MS office) are preferred.

Learning Outcomes

- 1) Organisation Development Exposure – understand how OD practices support culture-building, process improvement within the SCDF.
- 2) Research, data analysis and communication Skills – Build capability and experience in conducting research, benchmarking, collate, analyse and interpret data, as well as designing effective communication materials that resonate with diverse audience.
- 3) Digital Transformation Experience – contribute to projects involving digitisation, AI and electronic systems and understand how technology supports organisational efficiency.

Preferred Area of Study

Humanities, Arts & Social Sciences, Business, Communication and Design, Infocomm Technology, Design and Artificial Intelligence

Training and Professional Development Department (TPD)

Job Description and Requirements

The intern will assist the Training and Professional Development Department by:

- Working with awarded vendor on Project build-up
- Understanding data migration, data architecture design and DA requirements
- Studying and proposing AI tools for Training Needs Analysis
- Training content creation cum generative interactions
- Measuring training outcomes to feedback into Training Needs

Learning Outcomes

- 1) Learn how to interact with HTX
- 2) Be involved in doing project work
- 3) Gain exposure on how to manage data and scan market for T&L AI tools
- 4) Learn how AI applies in T&L

Preferred Area of Study

Design and Artificial Intelligence, Computing & Data Science

Volunteer and Community Partnership Department (VCPD)

Job Description and Requirements

The intern will assist the Volunteer and Community Partnership Department by:

- Contributing to various tasks, primarily focusing on database management, event support, and administrative duties.
- Updating the Volunteer Management System (VMS) 3.0 database.
- Assisting with event planning, coordination, and execution, and providing administrative support as required.
- Providing logistical and administrative assistance for Emergency Preparedness (EP) events, volunteer gatherings, and stakeholder meetings.
- Maintaining communication and engagement with SCDF volunteer groups.

Learning Outcomes

- 1) Gain exposure to strategic planning and decision-making processes.
- 2) Gain problem-solving skills.
- 3) Gain experience on the intricacies of large-scale event planning.
- 4) To understand the development of programmes/ strategies aligning with organisation and nation's vision.
- 5) Learn to foster effective communication between teams and stakeholders, gaining insights of public service operations.

Preferred Area of Study

All disciplines

Operations Department (OPS)

Operations Development Branch

Job Description and Requirements

The intern will assist the Operations Department's Operations Development Branch by:

- Providing hands-on support during the pilot, including testing alternative modes, gathering user feedback and ensuring platform reliability throughout the trial period.

Learning Outcomes

- 1) Understand how to use key technologies, such as Geographical Information Technology, to visualise data to support frontline operations
- 2) Learn how Operations Development Branch develops Ops-Tech capabilities to enhance SCDF's operations

Preferred Area of Study

All disciplines

Operations Readiness Branch

Job Description and Requirements

The intern will assist the Operations Department's Operations Readiness Branch by:

- Supporting post operations
- Supporting audits for the units
- Supporting the data analysis of fire statistics

Learning Outcomes

- 1) Understand how to utilise AI software/ Microsoft power apps/ other digital tools in data analysis
- 2) Hone communication skills

Preferred Area of Study

All disciplines

Transformation & Future Technology Department (TFTD)

Join SCDF's innovative Smart Fire Station Initiative team in developing and implementing next-generation solutions for emergency services. This role offers hands-on experience in both project management and technical implementation of smart systems in an operational environment.

Job Description and Requirements

The intern will assist the Transformation & Future Technology Department by:

- Coordinating and tracking project deliverables across multiple departments
- Supporting Documentation and Development of System Technical Requirements
- Maintaining project tracking tools and matrices
- Assisting with Data Collections and Analysis of Technical Findings and Questionnaires
- Compiling and organising technical requirements
- Supporting in Tech Trials on site during major exercises.
- Handling technical support for end users during Tech Trials

Interns will be required to have:

- Basic understanding of project management concepts
- Strong Microsoft Office skills (Excel, PowerPoint, Word)
- Good organisational and documentation skills
- Basic understanding of Unmanned Systems

Experience in Visual Studio will be advantageous.

Learning Outcomes

- 1) Apply project management fundamentals in a government setting through hands-on experience, including stakeholder coordination, timeline management, and documentation
- 2) Demonstrate understanding of smart systems implementation and automated workflows
- 3) Develop competency in data collection, basic analysis, and presentation of technical findings through involvement in system trials and evaluations
- 4) Gain practical experience in public sector operations, including cross-department collaboration and government documentation practices.

Preferred Area of Study

Engineering, Computing & Data Science, Business Comms and Design