
PRIVATE & CONFIDENTIAL

Ref: GG191

29 April 2026

Nor Hidayat Bin Mohamed Yusoff
Associate, Fleet Operations (Mid)
Operations

Dear Nor Hidayat Bin Mohamed Yusoff,

Confirmation of Your Job Grade and Redesignation

As part of GetGo's ongoing efforts to build a clear and transparent career framework, we are rolling out job grades across the company. This letter formally confirms your job grade and redesignation, and serves as a record of your role's scope and expectations.

Your Role at a Glance

Your job grade reflects the scope, complexity, and impact of the work you do. Below is a summary of your role details:

- **New Job Title:** Associate II, Fleet Operations (Mid)
- **Department:** Operations
- **Job Grade:** 2
- **Track:** Vocational

Your updated job description, which outlines the key responsibilities and expectations associated with your role and grade, is attached to this letter for your reference. All other terms and conditions of your employment remain unchanged.

What This Means for You

Job grades help to ensure that expectations are clear and consistent across the company. Your job grade articulates the broad expectations of your role, and forms the foundation for how your performance is assessed and how your career development is structured at GetGo.

If you have any questions about your grade, your redesignation, your job description, or what this means for your growth at GetGo, please reach out to your manager or People Business Partner.

Thank you for your continued dedication and commitment to our mission. We are glad to have you as part of the GetGo team.

Yours sincerely,



Gillian Anne Lee
Chief People Officer
GetGo Technologies Pte Ltd

Job Title	Associate II, Fleet Operations
Department	Operations
Job Grade	2 ▾
Track	Vocational ▾

The **Associate II, Fleet Operations** is a hands-on role dedicated to maintaining the health and readiness of our fleet, ensuring every GetGo user enjoys a safe and reliable driving experience.

How You Will Make An Impact

- Performing regular vehicle inspections and interior cleaning at designated home lots to ensure high service standards.
- Identify and report technical anomalies or vehicle damages through the GetGo Operations System to trigger timely repairs.
- Maintain vehicle uptime by performing simple on-site repairs and basic maintenance tasks independently.
- Optimize fleet distribution by moving vehicles across various locations in Singapore safely and efficiently.
- Collaborate with the wider team and external vendors to ensure all assigned operational duties are completed within established timelines.

What Makes You A Great Fit

- Proficient driver with a valid Class 3/3A license and the confidence to handle various vehicle types (Sedans, MPVs, SUVs, Vans).
- Strong spatial awareness and deep familiarity with Singapore roads to ensure efficient fleet movement.
- Meticulous and proactive in identifying vehicle issues, ensuring no detail is overlooked during inspections.
- Adaptable team player who is energetic and comfortable working in a fast-paced, outdoor environment, including weekends and public holidays.
- Effective communicator capable of relaying clear information to supervisors and stakeholders regarding vehicle status.
- Strong personal alignment with our GetGo Values:
 - Driven by Purpose
 - Stay Curious and Humble
 - Collaborate with Empathy
 - Make it Better
 - Get It Going!

Broad Expectations Of Your Job Grade –

The table below lists what it means to meet the broad baseline expectations of your job grade across the company. It should align broadly with the specific responsibilities set out in your job description above. If you feel that the responsibilities outlined above differ from the expectations below, please raise this with your manager for clarification.

Job Grade 2, Vocational Track	
IMPACT	Manage assigned operational duties in line with defined standard operating procedures with moderate guidance.
COMMUNICATION & INFLUENCE	Communicate clearly and professionally with team members and supervisors to convey information relevant to their area of work.
PROBLEM-SOLVING & INNOVATION	Identify and flag anomalies or outliers within their area of work.
KNOWLEDGE	Demonstrate intermediate vocational knowledge and skills in their area of work gained through relevant work experience.
TEAM	Collaborate effectively as part of the team.