

SKILLS FRAMEWORK FOR AEROSPACE				
SKILLS MAP - Senior Planning Executive (Fleet Management)				
Sector	Aerospace			
Track	Fleet Management			
Occupation	Planning Engineer			
Job Role	Senior Planning Executive (Fleet Management)			
Job Role Description	<p>The Senior Planning Executive (Fleet Management) supports the development of aircraft lifecycle management programmes and leads aircraft, engine and parts warehousing and inventory consignments for asset management. He/She organises manpower, materials and resources for scheduled maintenance programmes and facilitates technical and programme reviews. He is responsible for optimising supply chain and logistics planning and vendor sourcing to meet customer's maintenance requirements. He leverages data from supply chain management (SCM) systems to enhance decision-making and implements supplier capability development plans to enhance performance.</p> <p>He analyses contractual agreements, generates a rolling forecast, and evaluates advanced costing processes and procedures to resolve issues and support activities. He generates performance reports and data to monitor or validate the maintenance progress. He drives continuous improvements on maintenance tasks for on-time delivery and man-hours savings, develops strategies and priorities for critical customer issues, facilitates problem-solving, and establishes best practices on process improvements to enhance productivity. As a team leader, he appraises staff performance and conducts coaching and mentoring for technical personnel.</p> <p>He works closely with the operations team to ensure alignment between fleet management operations and resource management for all planning matters. He should possess advanced statistical, forecasting and analytical skills, and cross-functional stakeholder management skills.</p>			
Critical Work Functions and Key Tasks / Performance Expectations	Critical Work Functions	Key Tasks	Performance Expectations (For legislated / regulated occupations)*	
	Manage aircraft fleet services	Support development of aircraft lifecycle management programmes	In accordance with: <ul style="list-style-type: none"> <li>International Civil Aviation Organisation (ICAO) legislation</li> <li>Air Navigation Order (ANO)</li> <li>Singapore Airworthiness Requirements (SAR)</li> <li>Relevant foreign aviation legislations</li> <li>Workplace Safety and Health (WSH) Act</li> <li>Environmental standards</li> <li>Aerospace quality management system standards</li> </ul> *Performance Expectations are non-exhaustive and subject to prevailing regulations	
		Organise manpower, materials and resources to accomplish fleet management functions		
		Lead aircraft, engine and parts warehousing and inventory consignments for asset management		
		Facilitate technical and programme reviews with customers and suppliers		
	Manage supply chain and logistics	Lead vendor sourcing and contract negotiations		
		Lead material requirements planning in consultation with customers, workshops and production departments		
		Optimise inventory planning and control as per organisational and regulatory requirements		
		Leverage data from supply chain management (SCM) systems to enhance decision-making		
		Implement supplier capability development plans to enhance performance		
	Conform to management system requirements	Propose enhancements to standard operating procedures (SOPs) for aircraft fleet planning operations		
		Review compliance with legislative requirements and airworthiness standards		
		Recommend improvements to environment, safety and health systems, policies and procedures		
		Contribute to the development of organisational quality and risk management systems		
		Contribute to the development of sustainability practices for fleet management		
	Contribute to continuous improvement	Evaluate opportunities for continuous improvement projects		
		Contribute to the development of lean practices for fleet management		
Conduct research on market trends and technology applications to drive innovation				
Leverage data analytics to enhance operational and business decision-making				
Manage people and organisational development	Liaise with other teams and customers to ensure smooth operations			
	Appraise staff performance by utilising organisational performance management systems			
	Conduct coaching and mentoring for junior team members			
Technical Skills and Competencies	Technical Skills and Competencies		Generic Skills and Competencies	
	Artificial Intelligence Application	Level 3	Decision Making	Intermediate
	Asset Management	Level 3	Sense-Making	Advanced
	Aviation Legislation Compliance	Level 3	Interpersonal Skills	Intermediate
	Big Data Analytics	Level 3	Communication	Intermediate
	Budgeting	Level 3	Problem Solving	Intermediate
	Business Continuity Planning	Level 3		
	Business Negotiation	Level 4		
	Business Opportunities Development	Level 3		
	Business Performance Management	Level 3		
	Carbon Footprint Management	Level 4		

<b>Skills &amp; Competencies</b>	Change Management	Level 3		
	Condition-based Assets Monitoring Management	Level 4		
	Continuous Process Improvement	Level 3		
	Enterprise Database System Administration	Level 3		
	Green Manufacturing Design and Implementation	Level 3		
	Human Factors Application and Error Management	Level 3		
	Innovation Management	Level 3		
	Internet of Things Implementation	Level 3		
	Knowledge Management	Level 3		
	Lean Manufacturing	Level 3		
	Maintenance Coordination	Level 4		
	Mathematical Concepts Application	Level 3		
	Project Management	Level 3		
	Quality System Management	Level 3		
	Robotics and Automation Application	Level 3		
	Stakeholder Management	Level 3		
	Supplier Management and Capability Development	Level 3		
	Supply Chain Solutioning	Level 3		
	Warehouse Inventory Control and Audit	Level 4		
	Workplace Safety and Health Framework Development and Implementation	Level 3		
<b>Programme Listing</b>	For a list of training programmes available for the Aerospace sector, please visit < <a href="https://www.skillsfuture.sg/skills-framework/aero">https://www.skillsfuture.sg/skills-framework/aero</a> >			

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