

SKILLS FRAMEWORK FOR WORKPLACE SAFETY AND HEALTH (WSH) SKILLS MAP – SENIOR VICE PRESIDENT/VICE PRESIDENT/ASSISTANT VICE PRESIDENT			
Sector	Workplace Safety and Health		
Track	Corporate		
Occupation	Senior Executive		
Job Role	Senior Vice President/Vice President/Assistant Vice President		
Job Role Description	<p>The Senior Vice President/Vice President/Assistant Vice President establishes the overall strategies and direction of the organisation with a view of growing its business and driving its competitiveness in a globalised environment. He/She ensures the strategic alignment of business plans with the organisation's vision, mission and business objectives. He directs compliance and corporate governance, ensuring that the organisation stays abreast of changes in regulatory and legislative requirements, and advocates a safe workplace culture across the organisation.</p>		
	<p>The Senior Vice President/Vice President/Assistant Vice President oversees all operations, provides leadership and drives continuous improvement through innovation, safety, productivity and efficiency initiatives. He builds strong networks with diverse stakeholders with a view of advancing the organisation's interests. In addition, he drives organisational capability development and succession planning to ensure a competent workforce and continuous talent pipeline.</p>		
	<p>The Senior Vice President/Vice President/Assistant Vice President is a calculated risk-taker and strategic thinker with excellent business acumen. He is decisive, results-driven and demonstrates exceptional leadership and communication abilities.</p>		
Critical Work Functions and Key Tasks	Critical Work Functions	Key Tasks	Performance Expectations (For legislated / regulated occupations)
	Define strategic business direction	Steer the organisation to achieve excellence in a globalised environment	In accordance with: - Workplace Safety and Health Act
		Set organisational business goals for high performance and growth	
		Develop long-term strategic business plans to maintain a leading position in the marketplace	
		Facilitate alignment of business strategies with organisation's overall vision, mission and values	
		Ensure organisational compliance to regulatory requirements and legislation and keep abreast of changes in compliance requirements	
		Drive organisational development with respect to change, innovation and knowledge to achieve desired strategic business goals	
	Drive organisational business performance	Establish organisational business performance indicators and measurement standards	
		Review organisational business performance against plans to recognise achievements	
		Assess principal risks to the organisation	
		Ensure organic and inorganic profitable revenue growth	
	Promote workplace safety and health	Promote Workplace Safety and Health (WSH) culture across the organisation	
		Nurture an organisational culture that complies to WSH internal and external standards and regulations	
		Ensure the organisation has appropriate WSH measures established to conduct work activities both lawfully and ethically	
	Lead people	Foster a culture of high performance and innovation amongst employees	
		Formulate the organisation's employee development systems for the advancement of high performing leaders and workforce in line with organisation's mission and emerging trends of the industry	
		Champion succession planning initiatives for key management positions	
		Approve strategies in attracting new employees based on business objectives and regulatory standards	
	Grow business and stakeholder relationships	Foster an atmosphere of inclusiveness with diverse external stakeholders and the global business community	
		Lead networking opportunities and relationship building with key strategic stakeholders	
Explore values and expectations of key strategic stakeholders			
Organise regular meetings with key stakeholders			
Establish effective working relationships with union representatives to ensure synergy between tripartite parties			
Endorse business expansion proposals and manpower forecasts			

		Assess new business growth opportunities to strengthen organisation's position in the marketplace		
	Strive for continuous improvement	Set direction for organisational budget planning in consultation with stakeholders		
		Challenge new ideas while actively balancing risks and opportunities		
		Innovate and create an environment that encourages innovation		
		Maintain a culture of innovative thinking and practices		
		Guide market research activities to align research objectives with organisational needs and remain competitive		
Skills & Competencies	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	Business Negotiation	Level 6	Communication	Advanced
	Change Management	Level 6	Decision Making	Advanced
	Cloud Computing Application	Level 5	Global Mindset	Advanced
	Conflict Resolution	Level 6	Leadership	Advanced
	Corporate Governance	Level 6	Resource Management	Advanced
	Data Synthesis	Level 6		
	Financial Budgeting	Level 6		
	Innovation Management	Level 6		
	Internet of Things Management	Level 5		
	Project Coordination	Level 5		
	Staff Performance Management	Level 5		
Technology Infrastructure Management and Integration	Level 5			
Programme Listing	For a list of Training Programmes available for the WSH sector, please visit: www.skillsfuture.sg/skills-framework/wsh			

The information contained in this document serves as a guide