

SKILLS FRAMEWORK FOR WORKPLACE SAFETY AND HEALTH (WSH) SKILLS MAP - WORKPLACE SAFETY AND HEALTH SUPERVISOR					
Sector	Workplace Safety and Health				
Track	Operational Control				
Occupation	Workplace Safety and Health Professional				
Job Role	Workplace Safety and Health Supervisor				
Job Role Description	<p>The Workplace Safety and Health (WSH) Supervisor is responsible for conducting daily WSH compliance inspections at work sites. He/She assists in safety and health planning and organisation, identifying WSH hazards, evaluating and controlling risks, carrying out WSH inspections and conducting incident investigations and preparing reports. He may be expected to conduct internal trainings or briefings to facilitate safety compliance.</p> <p>He is required to work on-site and work closely with operations and occupational hygiene team.</p> <p>The WSH Supervisor is collaborative and demonstrates good teamwork and in order to solve problems.</p>				
Critical Work Functions and Key Tasks	Critical Work Functions	Key Tasks		Performance Expectations (For legislated / regulated occupations)	
	Deploy workplace safety and health (WSH) programmes	Assist in carrying out initiatives to support WSH programmes		In accordance with: - Workplace Safety and Health Act	
		Assist in conducting safety inductions and orientations			
		Explain WSH compliance requirements and proper work practices pertaining to subordinates' work			
	Manage WSH performance	Participate in WSH compliance inspections			
		Facilitate conduct of routine checks on work activities			
		Support collection of data on WSH performance, conditions and practices			
		Identify WSH non-compliance, unsafe work conditions and practices among subordinates' work activities and environment			
		Report instances of WSH non-compliance, unsafe work conditions and practices to team members			
		Deliver safety briefings to relevant stakeholder			
		Intervene in unsafe behaviours and work practices			
	Manage business continuity	Coordinate subordinates' responses to incidents and accidents			
		Participate in emergency preparedness and response plans (EPRPs) when responding to emergency situations			
		Assist in conduct of emergency response drills			
	Develop workplace safety and health management systems (WSHMS)	Assist in executing work processes to establish scope of WSH risks			
		Assist to implement action-plans for WSHMS improvements			
Assist with risk management (RM) plans for work processes and work areas					
Assist RM and risk assessment (RA) teams within respective work processes and work areas					
Skills & Competencies	Technical Skills and Competencies			Generic Skills and Competencies (Top 5)	
	Emergency Response Management	Level 2	Communication	Basic	
	Hazards Identification	Level 1	Digital Literacy	Basic	
	Technology Application	Level 2	Problem Solving	Basic	
	Workplace Safety and Health Culture Management	Level 2	Resource Management	Basic	
	Workplace Safety and Health Incident Management	Level 1	Teamwork	Basic	
	Workplace Safety and Health Performance Management	Level 1			
	Workplace Safety and Health Policy Development	Level 1			
Workplace Safety and Health System Management	Level 1				
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