

<b>SKILLS FRAMEWORK FOR AIR TRANSPORT</b> <b>SKILLS MAP – VICE PRESIDENT</b>		
<b>Sector</b>	Air Transport	
<b>Sub-Sector</b>	Airport	
<b>Track</b>	Airside Operations	
<b>Occupation</b>	Airside Operations Manager	
<b>Job Role</b>	Vice President	
<b>Job Role Description</b>	<p>The Vice President leads and directs the establishment of procedures and strategies aimed at enhancing the efficiency of airside operations. He endorses changes to Standard Operating Procedures (SOPs) and new technologies to ameliorate overall airside operations. He also acts as the central authority to preside over all airside safety policies. As he initiates new projects for the organisation, he concurrently oversees the succession planning, capability development and employee engagement programmes. In addition, he forges broad international networks in order to promote the airport's brand and capabilities.</p> <p>As the Vice President for Airside Operations, he possesses outstanding leadership skills and exceptional oral and written proficiencies. Process optimisation and improvement skills are vital in this role as he would need to continuously seek new ways to enhance airside processes and operations. He has eminent stakeholder management skills to create and nurture a culture of collaboration across the organisation and establish effective working relationships with stakeholders internally, externally and virtually.</p>	
<b>Critical Work Functions and Key Tasks</b>	<b>Critical Work Functions</b>	<b>Key Tasks</b>
	Manage airside ground operations	Establish procedures and practices to enhance efficiency of airside operations
		Chair meetings and forums to confer discussions with airside stakeholders
		Collaborate with internal and external stakeholders to determine systems and processes for airside operations
	Manage stands allocation and planning	Endorse changes to SOPs governing stands allocation and planning operations
		Acquire new technologies to enhance stands allocation and planning operations
	Uphold safety and/or security standards	Strategise organisational workplace safety and/or security programmes
		Collaborate with authorities and other departments to achieve a strong safety and/or security culture
		Establish safety and/or security standards for the organisation
		Act as central authority for all safety policies at the airside
	Lead organisational succession planning, capability development and employee engagement	

	Influence organisational development	Develop and strengthen executive management relations		
		Align human resources with business needs		
		Establish and approve long-term vision and strategies		
	Drive business administration operations	Evaluate key organisational challenges		
		Lead the development and implementation of general operating policies, processes and procedures		
		Initiate corporate improvement projects for the organisation		
	Build business network	Forge international networks to promote the organisation		
		Build business and professional networks at senior executive level within the industry		
		Foster an atmosphere of inclusiveness with diverse stakeholders and the global business community		
<b>Skills &amp; Competencies</b>	<b>Technical Skills &amp; Competencies</b>		<b>Generic Skills &amp; Competencies (Top 5)</b>	
	Airport Collaborative Decision Making Model Application	Level 6	Leadership	Advanced
	Airport Operations Management	Level 5	Decision Making	Advanced
	Airside Operations Management	Level 6	Developing People	Advanced
	Airside Safety	Level 6	Global Mindset	Advanced
	Business Negotiation	Level 6	Communication	Advanced
	Change Management	Level 6		
	Crisis Communication and Media Management	Level 5		
	Human Factors Management	Level 6		
	Innovation Management	Level 6		
	Internet of Things Application	Level 5		
	Learning and Development	Level 6		
	Manpower Planning	Level 6		
	Process Improvement and Optimisation	Level 6		
	Runway Safety	Level 6		
	Service Innovation	Level 6		
	Stakeholder Management	Level 6		
	Standard Operating Procedures Development	Level 5		
	<b>Programme Listing</b>	For a list of Training Programmes available for the Air Transport sector, please visit: <a href="http://www.skillsfuture.sg/skills-framework/air-transport">www.skillsfuture.sg/skills-framework/air-transport</a>		

The information contained in this document serves as a guide.