

SKILLS FRAMEWORK FOR AIR TRANSPORT SKILLS MAP – ASSOCIATE (OPERATIONS & MAINTENANCE/ SPECIALISED SYSTEMS/PROJECTS)									
Sector	Air Transport								
Sub-Sector	Airport								
Track	Airport Engineering								
Occupation	Airport Engineering Technician								
Job Role	Associate (Operations & Maintenance/Specialised Systems/Projects)								
Job Role Description	<p>The Associate (Operations & Maintenance/Specialised Systems/Projects) is responsible for the inspection and maintenance of airfield surfaces and specialised systems in accordance with Standard Operating Procedures (SOPs). He/She compiles and produces status reports on airfield systems and collaborates with third-party service providers to execute maintenance works. He also carries out precautionary measures to ensure safety of the teams and escalates reports of safety and/or security breaches to relevant authorities.</p> <p>Besides working closely with third-party service providers and ensuring all procedures conform to regulatory and safety standards of the organisation, the Associate (Operations & Maintenance/Specialised Systems/Projects) has a good understanding of technical drawings, specifications and requirements in order to perform maintenance and conduct safety checks. He possesses an Airfield Driving Permit (ADP) to work at the airport, landing fields, runways and other construction sites. He possesses good communication and interpersonal skills. He is also detail-oriented which allow him to produce accurate test results and reports.</p>								
Critical Work Functions and Key Tasks / Performance Expectations	Critical Work Functions		Key Tasks	Performance Expectations (For legislated / regulated occupations)					
					Inspect airfield surfaces, systems and conditions according to procedures	In accordance with:			
							Carry out appropriate testing of airfield surfaces and systems	Singapore Qualified Driving Licence (Class 3) and Airfield Driving Permit (ADP)	
									Carry out required airfield maintenance works
	Interpret results of friction testing to develop surface reports								
		Maintain specialised systems	Record information on airfield specialised systems						
Compile test results to produce status reports on airfield specialised systems									

		Inspect performance of airfield specialised systems according to Standard Operating Procedures (SOPs)			
	Manage engineering projects	Conduct feasibility studies on capital replacement projects			
		Carry out planned tasks according to project schedules			
		Coordinate with contractors and consultants to deliver tasks according to project schedules			
		Conduct site inspections			
		Compile progress reports for higher authorities			
	Maintain airport infrastructure and facilities	Assess service level conditions of airport equipment and facilities			
		Carry out on-site inspections of maintenance works performed by external contractors			
		Monitor maintenance works carried out by external contractors			
	Conform to engineering audit requirements and standards	Coordinate with contractors to compile documentation for audits			
		Verify the accuracy of documentation provided by contractors			
	Uphold safety and/or security standards	Escalate reports of breaches in safety and/or security standards to relevant authorities			
		Interpret and follow safety and/or security standards for teams in the workplace			
	Skills & Competencies	Technical Skills & Competencies		Generic Skills & Competencies (Top 5)	
		Airfield Civil Infrastructure Maintenance and Design	Level 2	Problem Solving	Basic
		Airfield Specialised Systems Maintenance and Design	Level 2	Resource Management	Basic
Airport Infrastructure and Facilities Maintenance and Design		Level 2	Digital Literacy	Basic	
Airport Operations Management		Level 1	Sense Making	Basic	
Change Management		Level 2	Decision Making	Basic	
Engineering Contract Management		Level 2			
Engineering Project Management		Level 2			

	Engineering Safety and Security Standards	Level 2	
	Engineering Standards Audit and Assessment	Level 2	
	Hazard and Risk Control and Policy Management	Level 2	
	Human Factors Management	Level 2	
	Learning and Development	Level 2	
	Process Improvement and Optimisation	Level 2	
	Stakeholder Management	Level 2	
	Technology Application	Level 2	
Programme Listing	For a list of Training Programmes available for the Air Transport sector, please visit: www.skillsfuture.sg/skills-framework/air-transport		

The information contained in this document serves as a guide.