

SKILLS FRAMEWORK FOR AIR TRANSPORT SKILLS MAP – MANAGER (OPERATIONS & MAINTENANCE/ SPECIALISED SYSTEMS/PROJECTS)		
Sector	Air Transport	
Sub-Sector	Airport	
Track	Airport Engineering	
Occupation	Airport Engineering Manager	
Job Role	Manager (Operations & Maintenance/Specialised Systems/Projects)	
Job Role Description	<p>The Manager (Operations & Maintenance/Specialised Systems/Projects) aims at improving airport operations by directing and overseeing the development of airfield maintenance plans. He/She approves project schedules, directs engineering projects and develops systems to monitor adherence to safety and/or security standards. Leading the large-scale capital replacement project tenders, he ensures the conformity of regulatory and safety standards by the organisation. To determine and fulfil the maintenance needs of airport infrastructure and facilities, he engages and works closely with airport stakeholders and authorities. He also undertakes various engineering initiatives to meet the strategic plans and targets of the organisation.</p> <p>The Manager (Operations & Maintenance/Specialised Systems/Projects) has a firm grasp of dynamic airport environments and priorities. He has a high level of independence and resourcefulness to stay abreast of international best practices and emerging technologies for airport engineering and design. He also holds sound competencies in leadership and people management skills to lead staff and teams and manage external stakeholders effectively. He possesses sterling analytical capabilities and interpersonal skills, including excellent oral and written communication proficiencies.</p>	
Critical Work Functions and Key Tasks	Critical Work Functions	Key Tasks
	Maintain airfield civil infrastructure	Develop overall airfield maintenance plans to improve airport operations
		Determine directions for airfield maintenance operations
		Approve and ensure accurate documentation on airfield maintenance operations
		Research international best practices and emerging technologies for airfield maintenance operations
	Maintain specialised systems	Develop overall airfield specialised systems maintenance plans to improve airport operations
		Approve and ensure accurate documentation on airfield specialised systems maintenance
Determine directions for matters regarding airfield specialised systems		

		Research international best practices and emerging technologies on airfield specialised systems and equipment		
	Manage engineering projects	Lead large-scale capital replacement project tenders		
		Approve project schedules and quality of project deliverables		
		Establish project implementation flow and Key Performance Indicators (KPIs)		
		Deliver engineering projects by meeting established project timelines and budgets		
		Direct engineering projects from conception to completion		
		Resolve issues arising from engineering projects		
		Evaluate effectiveness of engineering project solutions		
	Maintain airport infrastructure and facilities	Collaborate with airport stakeholders and authorities to determine maintenance needs of airport infrastructure and facilities		
		Determine directions to review airport infrastructure and facilities		
		Review and present proposals for existing and future developments of the airport to higher authorities		
	Conform to engineering audit requirements and standards	Determine projects to be audited based on limitations of time and resources		
		Lead audits with internal and external stakeholders		
		Review project audits completed by internal and external auditors		
	Uphold safety and/or security standards	Identify safety and/or security risks and develop plans to mitigate identified risks		
		Develop systems to monitor adherence to safety and/or security standards		
		Lead continuous improvement projects to improve safety and/or security in the workplace		
	Influence organisational development	Address complaints and key concerns impacting staff morale and performance		
		Lead change management in the organisation		
		Develop staff through on-the-job training, capability development and coaching		
Conduct interviews and make hiring decisions				
Skills & Competencies	Technical Skills & Competencies		Generic Skills & Competencies (Top 5)	
	Airfield Civil Infrastructure Maintenance and Design	Level 5	Problem Solving	Intermediate
	Airfield Specialised Systems Maintenance and Design	Level 5	Decision Making	Intermediate
	Airport Infrastructure and Facilities Maintenance and Design	Level 5	Leadership	Intermediate

	Airport Operations Management	Level 4	Communication	Intermediate
	Business Negotiation	Level 5	Interpersonal Skills	Intermediate
	Change Management	Level 5		
	Engineering Contract Management	Level 5		
	Engineering Project Management	Level 5		
	Engineering Safety and Security Standards	Level 5		
	Engineering Standards Audit and Assessment	Level 5		
	Hazard and Risk Control and Policy Management	Level 4		
	Human Factors Management	Level 5		
	Learning and Development	Level 5		
	Manpower Planning	Level 5		
	Process Improvement and Optimisation	Level 5		
	Stakeholder Management	Level 5		
	Standard Operating Procedures Development	Level 5		
	Technology Application	Level 4		
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.