

SKILLS FRAMEWORK FOR FOOD MANUFACTURING SKILLS MAP - PRODUCTION MANAGER				
Sector	Food Manufacturing			
Track	Production			
Occupation	Food Production Staff			
Job Role	Production Manager			
Job Role Description	<p>'The Production Manager oversees all operations of the food production plant, with a focus on simplifying work processes, reducing costs and increasing production process efficiency. He/She is responsible for setting key performance indicators (KPI) for the production plant, and formulating new food production standards and standard operating procedures (SOPs).</p> <p>The Production Manager monitors quality assurance on an overall level, investigates production and/or quality issues and recommends solutions. He is required to go through training in internal food safety audits and serves on the organisation's food safety internal audit committee.</p> <p>He operates in a food production environment and may be required to work shifts. He should be comfortable with exposure to physically demanding work conditions (i.e. long standing hours, hot or cold temperatures).</p>			
Critical Work Functions and Key Tasks	Critical Work Functions	Manage process workflow	Establish food production strategies for sustainability	Performance Expectations (For legislated / regulated occupations)
			Set food production key performance indicators (KPIs)	
			Lead key production processes for adherence to budget, schedules, quality control, and cross-departmental coordination	
			Manage manpower, equipment, raw materials and ingredient resources to meet production strategy objectives	
			Identify and implement yield opportunities and set preliminary yield targets	
			Develop and implement standard operating procedures (SOPs) and prepare reports and work instructions	
			Investigate low yield and quality assurance fail lots	
			Review regular production performance reports	
	Operationalise new and customised product manufacturing	Improve operation planning through the use of big data and advanced analytics modelling		
		Draft capacity plans to evaluate sustainability of new and/or modified manufacturing processes		
		Implement test programmes to resolve hardware and major set-up issues in mass production		
		Implement new and/or modified production processes for regulatory approval, commissioning and operation		
	Maintain hygiene, safety and standards	Support all facets of product quality and food safety processes to ensure that finished products meet internal specifications and regulatory standards		
Coordinate plant visits and physical inspections by external auditors				
Investigate production and/or quality issues and recommend solutions				
Establish production documentation and maintenance				
Contribute to continuous improvement	Lead working level communities to explore opportunities for improvement projects			
	Lead continuous improvement projects			
Skills & Competencies	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	Active and Smart Packaging	Level 4	Leadership	Advanced
	Advanced Processing Technology	Level 4	Resource Management	Intermediate
	Budgeting	Level 4	Problem Solving	Advanced
	Business Continuity Management	Level 4	Decision Making	Advanced
	Business Performance Management	Level 4	Interpersonal Skills	Intermediate
	Change Management	Level 4		
	Conflict Resolution	Level 5		
	Continuous Process Improvement	Level 4		
	Data Analytics System Design	Level 3		
Data Synthesis	Level 4			

	Document Control	Level 4	
	Emergency Response Management	Level 3	
	Food Manufacturing Process Design	Level 4	
	Food Production Management	Level 4	
	Food Safety Management	Level 3	
	Good Manufacturing Practices Implementation	Level 3	
	Green Manufacturing Design and Implementation	Level 4	
	Hazards and Risk Control, and Policy Management	Level 4	
	Innovation Management	Level 4	
	Internet of Things Management	Level 4	
	Manufacturing Process Management	Level 4	
	New Product Introduction for Food	Level 4	
	Production Performance Management	Level 5	
	Project Management	Level 5	
	Quality System Management	Level 4	
	Risk Management	Level 4	
	Stakeholder Management	Level 4	
	Strategy Development	Level 5	
	Systems Thinking	Level 4	
	Technical Presentation	Level 5	
	Technical Report Writing	Level 3	
	WSH Performance Management	Level 4	
Programme Listing	For a list of Training Programmes available for the Food Manufacturing sector, please visit: www.skillsfuture.sg/skills-framework/foodmfg		

The information contained in this document serves as a guide.