

SKILLS FRAMEWORK FOR MARINE AND OFFSHORE SKILLS MAP - CHIEF EXECUTIVE OFFICER/GENERAL MANAGER/PRESIDENT		
Sector	Marine and Offshore	
Track	General Management	
Occupation	Senior Executive	
Job Role	Chief Executive Officer/General Manager/President	
Job Role Description	<p>The Chief Executive Officer/General Manager/President is responsible for growing the business in line with the organisation's overall vision, mission and values. He/She defines long-term strategic direction within the guidelines set up by a board of directors or similar governing body. He monitors overall business results of the organisation by translating broad goals into achievable steps, anticipating and staying ahead of trends, and taking advantage of opportunities. He represents the organisation with clients, investors, and business partners, and holds responsibility for fostering a culture of workplace safety and health (WSH) and adherence to quality standards of the industry.</p> <p>As the leader of the organisation, he inspires the organisation towards achieving business goals and fulfilling the organisation's vision, mission and values by striving for continuous improvement and ensuring the organisation is equipped to transition change and innovations.</p>	
Critical Work Functions and Key Tasks	Critical Work Functions	Key Tasks
	Define strategic business direction	Steer the organisation to achieve excellence in a globalised environment
		Set organisational business goals for high performance and growth
		Develop long-term strategic business plans to maintain a leading position in the marketplace
		Facilitate alignment of business strategies with organisation's overall vision, mission, and values
		Ensure organisational compliance to regulatory requirements and legislation and keep abreast of changes in compliance requirements
		Drive organisational development with respect to change, innovation, and knowledge to achieve desired strategic business goals
	Drive organisational business performance	Establish organisational business performance indicators and measurement standards
		Review organisational business performance against plans to recognise achievements
		Assess principal risks to the organisation
		Ensure organic and inorganic profitable revenue growth
	Establish quality management policies and processes	Foster an organisational culture where employees conduct activities in accordance with applicable quality regulations, internal standards, and policies
		Ensure that the board is adequately informed of quality management-related matters
		Endorse organisational quality management policies
		Stay abreast of quality management-related market trends
	Promote workplace safety and health	Promote workplace safety and health (WSH) across the organisation
		Nurture an organisational culture that complies to WSH internal and external standards and regulations
		Ensure that the organisation has appropriate WSH measures established to conduct work activities both lawfully and ethically
		Stay abreast of international WSH regulations pertaining to the marine and offshore sector
		Collaborate with WSH department to establish WSH policies and procedures
Lead people	Foster a culture of high performance and innovation amongst employees	
	Formulate the organisation's employee development system for the advancement of high performing leaders and workforce in line with organisation's mission and emerging trends of the industry	
	Champion succession planning initiatives for key management positions	
	Approve strategies in attracting new employees based on business objectives and regulatory standards	
Grow business and stakeholder relationships	Foster an atmosphere of inclusiveness with diverse external stakeholders and the global business community	
	Lead networking opportunities and relationship building with key strategic stakeholders	
	Explore value and expectations of key strategic stakeholders	
	Organise regular meetings with key stakeholders	
	Establish effective working relationships with union representatives to ensure synergy between tripartite parties	
	Endorse business expansion proposals and manpower forecasts	

		Assess new business growth opportunities to strengthen organisation's position in the marketplace		
	Strive for continuous improvement	Set direction for organisational budget planning in consultation with stakeholders		
		Challenge new ideas while actively balancing risks and opportunities		
		Innovate and create an environment that encourages innovation		
		Maintain a culture of innovative thinking and practices		
		Champion adoption of lean manufacturing for the organisation		
		Guide market research activities to align research objectives with organisational needs and remain competitive		
Skills & Competencies	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	Business Negotiation	Level 6	Leadership	Advanced
	Business Presentation Delivery	Level 5	Decision Making	Advanced
	Business Proposal Writing	Level 5	Global Mindset	Advanced
	Change Management	Level 6	Communication	Advanced
	Conflict Resolution	Level 6	Transdisciplinary Thinking	Advanced
	Continuous Quality Improvement	Level 5		
	Corporate Governance	Level 6		
	Crisis Management	Level 6		
	Emergency Response Management	Level 2		
	Financial Budgeting	Level 6		
	Financial Planning	Level 6		
	Innovation Management	Level 6		
	Intellectual Property Management	Level 6		
	Manpower Forecasting	Level 5		
	Market Research	Level 5		
	Operational Risk Management	Level 5		
	Opportunity Development	Level 6		
	Organisational Performance Management	Level 6		
	Procurement Coordination and Policy Development	Level 6		
	Quality System Management	Level 6		
	Service Excellence	Level 5		
	Staff Performance Management	Level 5		
	Stakeholder Management	Level 5		
Strategy Development	Level 6			
WSH Culture Development	Level 6			
WSH Performance Management	Level 2			
WSH Policy Development	Level 6			
Programme Listing	For a list of Training Programmes available for the Marine and Offshore sector, please visit: www.skillsfuture.sg/skills-framework/marineandoffshore			

The information contained in this document serves as a guide.