

SKILLS FRAMEWORK FOR ELECTRONICS SKILLS MAP - SENIOR SUPERINTENDENT				
Sector	Electronics			
Sub-sector	Semiconductor and Data Storage			
Track	Management			
Occupation	Superintendent			
Job Role	Senior Superintendent			
Job Role Description	The Senior Superintendent manages the day-to-day production operations. He/She participates in the design of new product manufacturing processes and generates technical solutions to resolve yields and quality-related issues within the organisation. He maximises assets utilisation through the development of resource plans for production. He is expected to develop quality systems to ensure operations meet both internal and external parties' quality requirements. He is responsible for defining cost reduction and/or productivity programmes relating to product engineering and for driving execution of these programmes.			
	The Senior Superintendent adds values to the organisation by working closely with customers to satisfy their needs and requirements by reviewing alternative approaches in resource and support needs. He drives new product implementation and qualifies products for production launch.			
	The Senior Superintendent must be a team leader who works together with Engineers to support organisational goals. In addition, he needs to have leadership qualities to influence organisational development through on-the-job training programmes and mentorship programmes.			
Critical Work Functions and Key Tasks	Critical Work Functions	Key Tasks		
	Manage production operations	Establish systems and specifications for control, foolproof, streamline, automation and standardisation		
		Establish product engineering competencies and value-add services		
		Manage production works and account for manufacturing processes		
		Drive new product offloads from customers and qualify products for production launch		
		Collate data for budget and management reports		
		Analyse operations data to identify patterns and correlations among various data points		
	Maximise assets utilisation	Develop resource plans for production		
		Monitor the utilisation and efficiency of the production machines		
	Conform to management system requirements	Develop quality systems to ensure operations meets both internal and external parties' quality requirements		
		Enhance safety procedures and good housekeeping in the respective area of responsibilities		
	Contribute to continuous improvement	Lead cross-functional teams in continuous improvement projects		
Follow-up on project team				
Assist in implementation of process improvement projects				
Define cost reduction and/or productivity programmes relating to product engineering and drive execution				
Influence organisational development	Develop on-the-job training programmes			
	Develop workplace learning plans			
	Develop team leaders through capability development and coaching			
	Lead team leaders in the development of business unit strategies and operational plans			
Skills & Competencies	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	Audit Management	Level 5	Communication	Intermediate
	Change Management	Level 3	Creative Thinking	Intermediate
	Continuous Process Improvement	Level 5	Decision Making	Intermediate
	Crisis Situations Management	Level 3	Leadership	Advanced
	Data Analytics Systems Design	Level 5	Lifelong Learning	Intermediate
	Data Synthesis	Level 5		
	Effectiveness Management	Level 4		
	Enterprise Risk Management	Level 5		
	Hazards and Risk Control, and Policy Management	Level 4		
	Innovation Management	Level 5		
	Internet of Things (IoT) Management	Level 5		
	Learning and Development	Level 4		
	Production Performance Management	Level 5		
	Production Resource Management	Level 5		
	Quality Control and Assurance	Level 5		
	Quality Systems Management	Level 5		
	Solutioning	Level 5		

	Workplace Safety and Health (WSH) Systems Management	Level 4	
Programme Listing	For a list of Training Programmes available for the Electronics sector, please visit: www.skillsfuture.sg/skills-framework/electronics		

The information contained in this document serves as a guide.