SKILLS FRAMEWORK FOR ELECTRONICS
SKILLS MAP - ASSISTANT PROCESS ENGINEER

Sector	Electronics
Sub-sector	Semiconductor and Data Storage
Track	Technical and Engineering
Occupation	Engineer
Job Role	**Assistant Process Engineer**
Job Role Description	The Assistant Process Engineer applies engineering principles and techniques to support the production processes in a manufacturing environment to meet organisational objectives. He/She also assists in analysing manufacturing issues and makes recommendation for 'out of control' processes. In addition, the Assistant Process Engineer participates in production and manufacturing systems improvement projects in accordance with organisational objectives. The Assistant Process Engineer is required to have strong communication skills, good teamwork and an analytical mind to perform his role well to achieve the desired organisational outcomes.

Critical Work Functions and Key Tasks

Critical Work Functions	Key Tasks
Administer process engineering	Troubleshoot process deviations
	Monitor manufacturing processes to reduce process variations
	Analyse manufacturing process stability
	Assist to resolve process engineering issues
	Interpret information provided by the networks and/or dashboard for performance monitoring
Conform to management system requirements	Enforce good safety culture and good manufacturing practices
	Ensure adherence to processes and procedures
	Ensure the robustness of processes using process control tools
	Supervise manufacturing works for Workplace Safety and Health compliance
Contribute to continuous improvement	Assist in implementation of improvement projects
	Identify opportunities for continuous improvement projects
	Perform evaluation and/or experiments
	Collect data for analysis

Skills & Competencies

Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
Audit Management	Level 4	Communication	Basic
Continuous Process Improvement	Level 3	Decision Making	Basic
Data Analytics Systems Design	Level 3	Leadership	Basic
Data Synthesis	Level 3	Lifelong Learning	Basic
Electrostatic Discharge Control	Level 3	Teamwork	Basic
Embedded Systems Integration	Level 4		
Emergency Management	Level 3		
Failure Analysis	Level 3		
Good Manufacturing Practices Implementation	Level 3		
Hazards and Risk Control, and Policy Management	Level 3		
Innovation Management	Level 3		
Internet of Things (IoT) Management	Level 3		
Learning and Development	Level 2		
Manufacturing Process Management	Level 3		
Technical Presentations	Level 4		
Quality Systems Management	Level 3		
Report Writing	Level 3		
Solutioning	Level 4		
Workplace Safety and Health (WSH) Practices Implementation	Level 3		

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.