

SKILLS FRAMEWORK FOR ENERGY AND CHEMICALS SKILLS MAP - PRODUCTION MANAGER

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| Sector | Energy and Chemicals | | | |
| Track | Production and Process Engineering | | | |
| Occupation | Manager | | | |
| Job Role | Production Manager | | | |
| Job Role Description | <p>The Production Manager oversees all activities in the production department and ensures that plant operations comply with regulatory and organisational requirements. He/She is accountable for plant operations and performance, in accordance with production aims and objectives, and securing high operational availability so that production plans are executed in the most cost-effective manner.</p> <p>The Production Manager endorses risk assessments for production-related activities, Safe System of Work (SSoW) processes and procedures, Standard Operating Procedures (SOPs) and the annual production plan and schedule. He manages emergency responses as the Site Main Controller (SMC) of the organisation's Emergency Response Team (ERT) and participates in crisis management activities according to his designated role. In addition, he coaches and mentors production department personnel in plant technology, and reviews and approves initiatives and activities for continuous improvements within plants.</p> <p>The Production Manager works on a day shift and oversees the production department in the field and/or control room. As a department manager, he is required to have good leadership, resource management, planning, analytical and problem-solving skills, and must be able to interact effectively with others to achieve departmental goals.</p> | | | |
| Critical Work Functions and Key Tasks | Critical Work Functions | Key Tasks | | |
| | Administer Workplace Safety and Health (WSH) and Environmental Management Systems (EMS) | Endorse risk assessments for production-related activities | | |
| | | Endorse Safe System of Work (SSoW) processes and procedures | | |
| | | Review the plant's compliance with WSH and EMS regulatory and system requirements | | |
| | | Support WSH and EMS incident investigation reviewing process | | |
| | Administer Process Safety Management (PSM) systems | Contribute to routine site PSM compliance reviews | | |
| | | Review the implementation of PSM frameworks relating to production | | |
| | Manage emergency responses and crises | Lead crisis responses and recovery activities in accordance with recovery and business continuity strategies | | |
| | | Manage emergency responses as the Site Main Controller (SMC) | | |
| | Perform process units and utilities operations | Endorse business and annual production plans and schedules | | |
| | | Endorse Standard Operating Procedures (SOPs) for process operations | | |
| | | Manage overall plant operations and performance in accordance with production aims and objectives | | |
| | | Oversee the technical reliability and integrity of process units and utilities | | |
| | | Provide remote guidance to production teams in complex operational abnormalities through virtual collaboration | | |
| Provide strategic direction in implementing emerging technologies for plant operations | | | | |
| Support the endorsement of maintenance and turnaround schedules to ensure plant availability and reliability | | | | |
| Administer staff and organisational development | Coach and mentor staff | | | |
| | Contribute to business continuity planning, implementation and execution | | | |
| | Drive departmental performance to achieve organisational goals | | | |
| | Manage department level resources and budgets | | | |
| Skills & Competencies | Technical Skills and Competencies | | Generic Skills and Competencies (Top 5) | |
| | Budget Management | Level 5 | Leadership | Advanced |
| | Business Continuity Management | Level 5 | Communication | Advanced |
| | Change Management | Level 5 | Problem Solving | Advanced |
| | Continuous Improvement Management | Level 5 | Decision Making | Advanced |
| | Crisis Management | Level 5 | Interpersonal Skills | Advanced |
| | Emergency Response Management | Level 5 | | |
| | Engineering Management of Change | Level 5 | | |
| | Environmental Management System Framework Development and Implementation | Level 5 | | |
| | Feedstock and Product Transfer Operations Management | Level 5 | | |
| | Incident Investigation Management | Level 5 | | |
| | Internet of Things Management | Level 4 | | |
| | Operations Reporting Protocol Application | Level 5 | | |
| | Organisational Analysis Management | Level 5 | | |

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| Skills & Competencies | Organisational Resource Management | Level 5 | |
| | Plant Turnaround Management | Level 4 | |
| | Process Plant and Equipment Integrity Management | Level 5 | |
| | Process Safety Management Framework Development and Implementation | Level 4 | |
| | Process Unit and Utilities Operations Management | Level 6 | |
| | Procurement Management | Level 5 | |
| | Production Planning and Scheduling | Level 5 | |
| | Robotic and Automation Technology Application | Level 5 | |
| | Safe System of Work Development and Implementation | Level 6 | |
| | Staff Development Management | Level 5 | |
| | Staff Management | Level 5 | |
| | Standard Operating Procedure Development and Implementation | Level 6 | |
| | Supply Chain Management | Level 5 | |
| | Third Party Management | Level 5 | |
| | Training, Coaching and Assessment Management | Level 5 | |
| | Workplace Safety and Health Framework Development and Implementation | Level 5 | |
| Workplace Safety and Health Hazard Identification and Risk Control Management | Level 5 | | |
| Yield Analysis | Level 5 | | |
| Programme Listing | For a list of Training Programmes available for the Energy and Chemicals sector, please visit: www.skillsfuture.sg/skills-framework/energyandchemicals | | |

The information contained in this document serves as a guide.