

<b>SKILLS FRAMEWORK FOR ENGINEERING SERVICES</b> <b>SKILLS MAP – CHIEF EXECUTIVE OFFICER/MANAGING DIRECTOR/GENERAL MANAGER/PRESIDENT</b>		
<b>Sector</b>	Engineering Services	
<b>Track</b>	General Management	
<b>Occupation</b>	Chief Executive	
<b>Job Role</b>	<b>Chief Executive Officer/Managing Director/General Manager/President</b>	
<b>Job Role Description</b>	<p>The Chief Executive Officer/Chief Operating Officer/Managing Director/General Manager/President defines the long-term strategic direction to grow the business in line with the organisation’s overall vision, mission and values. He/She translates broad goals into achievable steps, anticipates and stays ahead of trends, and takes advantage of business opportunities. He represents the organisation with customers, investors, and business partners, and holds responsibility for fostering a culture of workplace safety and health and adherence to industry quality standards.</p> <p>He inspires the organisation towards achieving business goals and fulfilling the vision, mission and values by striving for continuous improvement, driving innovation and equipping the organisation to embrace change. He possesses excellent analytical, problem-solving and leadership skills and is an effective people leader.</p>	
<b>Critical Work Functions and Key Tasks</b>	<b>Critical Work Functions</b>	<b>Key Tasks</b>
	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
		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
	Promote workplace safety and health	Promote workplace safety and health (WSH) across the organisation
		Nurture an organisational culture that complies with 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 sector		
		Collaborate with WSH department to establish WSH policies and procedures		
	Establish quality management policies and processes	Foster an organisational culture of proactive compliance with quality regulations, internal standards, and policies		
		Ensure that the board is informed of quality management related matters		
		Endorse organisational quality management policies		
	Lead people	Foster a culture of high performance and innovation amongst employees		
		Formulate organisational systems to develop employees in line with organisation's mission and emerging industry trends		
		Champion succession planning initiative 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 and relationship-building with strategic 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		
	Strive for continuous improvement	Set direction for organisational budget planning		
		Challenge new ideas while actively balances risks and opportunities		
		Maintain a culture of innovative thinking and practices		
		Guide market research activities to align research objectives with organisational needs and remain competitive		
	<b>Skills &amp; Competencies</b>	<b>Technical Skills &amp; Competencies</b>		<b>Generic Skills &amp; Competencies (Top 5)</b>
Budgeting		Level 6	Leadership	Advanced
Business Negotiation		Level 6	Communication	Advanced
Business Performance Management		Level 6	Global Mindset	Advanced
Business Presentation Delivery		Level 5	Decision Making	Advanced

	Business Proposal Writing	Level 5	Developing People	Advanced
	Capital Expenditure and Investment Evaluation	Level 6		
	Change Management	Level 6		
	Conflict Resolution	Level 6		
	Continuous Improvement Management	Level 6		
	Data and Statistical Analytics	Level 6		
	Enterprise Risk Management	Level 6		
	Financial Management	Level 6		
	Learning and Development	Level 6		
	Market Research	Level 5		
	Quality Systems Management	Level 6		
	Staff Management	Level 6		
	Stakeholder Management	Level 6		
	Strategy Development	Level 6		
	Technology Road Mapping	Level 6		
	Workplace Safety and Health Culture Development	Level 6		
	Workplace Safety and Health Framework Development and Implementation	Level 6		
<b>Programme Listing</b>	For a list of Training Programmes available for the Engineering Services sector, please visit: <a href="http://www.skillsfuture.sg/skills-framework/engineeringservices">www.skillsfuture.sg/skills-framework/engineeringservices</a>			

The information contained in this document serves as a guide.