

SKILLS FRAMEWORK FOR PRECISION ENGINEERING SKILLS MAP - PRODUCTION SUPERVISOR				
<b>Sector</b>	Precision Engineering			
<b>Track</b>	Management			
<b>Occupation</b>	Operations Manager			
<b>Job Role</b>	Production Supervisor			
<b>Job Role Description</b>	<p>The Production Supervisor supervises production staff to ensure production targets are met, in accordance with organisation policies and workplace safety and health regulations. He/She is responsible for planning, assigning and directing work, coordinating weekly meetings, addressing product and employee complaints, and resolving problems. He also implements policies and procedures and recommends improvements with a view to increase efficiency and productivity in production methods, equipment, operating procedures and working conditions.</p> <p>He works with his colleagues in a manufacturing plant setting. He possesses leadership and communication skills to set direction to achieve organisational goals.</p>			
<b>Critical Work Functions and Key Tasks</b>	<b>Critical Work Functions</b>	Manage production operations	Manage production planning and scheduling	<b>Performance Expectations (For legislated / regulated occupations)</b>
			Manage the installation and conduct of trials for new product manufacturing processes	
			Implement proactive maintenance strategies	
			Implement sustainable manufacturing practices	
			Manage operating finances and resources	
			Manage organisational supply chain and logistics processes	
			Plan cost estimates for products	
	Conform to management system requirements	Manage quality systems and processes governing manufacturing operations		
		Coordinate shop floor operations to facilitate workplace safety and health enforcement		
		Apply organisational risk management procedures in manufacturing operations		
	Contribute to continuous improvement	Assist in implementation of improvement projects		
		Identify opportunities for continuous improvement projects		
		Collect data for analysis		
Influence organisational development and strategy	Contribute to business analytics to facilitate data gathering and decision-making			
	Manage employee relations and development			
<b>Skills &amp; Competencies</b>	<b>Technical Skills and Competencies</b>		<b>Generic Skills and Competencies (Top Level 5)</b>	
	Additive Manufacturing	Level 3	Problem Solving	Intermediate
	Budgeting	Level 3	Decision Making	Intermediate
	Business Data Analysis	Level 2	Leadership	Intermediate
	Competitive Business Strategy	Level 3	Sense Making	Intermediate
	Conflict Management	Level 4	Communication	Intermediate
	Continuous Process Improvement	Level 4		
	Data Analytics System Design	Level 3		
	Data Synthesis	Level 3		
	Emergency Response Management	Level 3		
	Enterprise Risk Management	Level 3		
	Innovation Management	Level 4		
	Internet of Things Management	Level 3		
	Lean Manufacturing	Level 4		
	Learning and Development	Level 3		
	Maintenance Coordination	Level 3		
	Networking	Level 4		
	New Product Introduction	Level 2		
	Organisational Analysis	Level 4		
	Procurement Performance Monitoring	Level 3		
	Production Performance Management	Level 3		
Production Planning	Level 3			
Production Resource Management	Level 3			
Production Shut-down and Re-start	Level 4			

	Project Management	Level 3	
	Quality System Management	Level 4	
	Supply Chain Solutioning	Level 3	
	Sustainable Manufacturing	Level 3	
	Value Analysis	Level 3	
	Virtual Reality Application	Level 2	
	Vision Leadership	Level 3	
	Workplace Safety and Health Practice	Level 4	
	Workplace Safety and Health System Management	Level 4	
<b>Programme Listing</b>	For a list of Training Programmes available for the Precision Engineering sector, please visit: <a href="http://www.skillsfuture.sg/skills-framework/pe">www.skillsfuture.sg/skills-framework/pe</a>		