

**SKILLS FRAMEWORK FOR PRECISION ENGINEERING  
TECHNICAL SKILLS AND COMPETENCIES (TSC) REFERENCE DOCUMENT**

<b>TSC Category</b>	Procurement					
<b>TSC</b>	Procurement Performance Monitoring					
<b>TSC Description</b>	Monitor procurement performance to cut costs, alleviate risks, and drive continuous process improvement by measuring and analysing vendor and process efficiency					
<b>TSC Proficiency Description</b>	<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>	<b>Level 4</b>	<b>Level 5</b>	<b>Level 6</b>
			<b>PRE-SRM-3004-1.1</b>	<b>PRE-SRM-4004-1.1</b>	<b>PRE-SRM-5004-1.1</b>	
			Review procurement performance through information and process data from procurement management systems	Analyse performance data to formulate procurement management strategies	Devise performance criteria to support procurement process optimisation	
<b>Knowledge</b>			<ul style="list-style-type: none"> <li>• Procurement workflows and related processes</li> <li>• Classification of product and materials</li> <li>• Re-order policies</li> <li>• Types of procurement management tools, systems and software</li> <li>• Basic analytics and tools</li> <li>• Performance management metrics</li> </ul>	<ul style="list-style-type: none"> <li>• Types of tendering and purchasing processes</li> <li>• Types of procurement and sourcing strategies</li> <li>• Service level agreements (SLAs) and preferred supplier agreements (PSAs)</li> <li>• Types of advanced analytics and tools</li> <li>• Types of cost-benefit evaluation</li> <li>• Principles of continuous improvement</li> </ul>	<ul style="list-style-type: none"> <li>• Industry performance monitoring best practices</li> <li>• Performance management systems and key performance indicators</li> <li>• Organisation's product portfolios and processes</li> <li>• Organisation's business strategies and objectives</li> </ul>	
<b>Abilities</b>			<ul style="list-style-type: none"> <li>• Operate the procurement management system to log and extract data</li> <li>• Apply analytics to identify patterns and draw inferences from data extracted</li> <li>• Monitor vendor metrics to track actual delivery against contract terms</li> <li>• Monitor lead times to track the interval between initiation of procurement activities and receipt of items by production</li> </ul>	<ul style="list-style-type: none"> <li>• Troubleshoot procurement management systems to address data inconsistencies</li> <li>• Evaluate vendors based on performance metrics to ensure compliance with contract terms</li> <li>• Shortlist top performing vendors according to performance evaluations</li> <li>• Evaluate lead times to identify process bottlenecks and sub-optimal performance</li> </ul>	<ul style="list-style-type: none"> <li>• Devise performance criteria for vendors and establish individual target metrics according to specific contract terms</li> <li>• Devise key performance indicators (KPIs) to evaluate effectiveness and efficiency of the procurement workflows</li> <li>• Coach team members on applying performance criteria to identify deviations</li> <li>• Study impact of procurement processes and procedures on</li> </ul>	

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			<ul style="list-style-type: none"> <li>• Monitor product- and project-specific data to facilitate inventory and quality management of procured items</li> <li>• Identify deviations against performance criteria</li> <li>• Manage risks of uncertain demand and supply</li> </ul>	<ul style="list-style-type: none"> <li>• Evaluate inventory metrics to predict future procurement needs</li> <li>• Evaluate quality metrics to improve material inspection procedures</li> <li>• Review deviations to investigate causes and suggest mitigation actions</li> </ul>	<p>vendor and process performance</p> <ul style="list-style-type: none"> <li>• Identify opportunities to introduce cost-cutting, risk mitigation and continuous improvement measures within the scope of procurement</li> <li>• Build evidence-based business cases to review procurement and sourcing strategies and policies in order to optimise performance</li> </ul>	
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