

SKILLS FRAMEWORK FOR SEA TRANSPORT SKILLS MAP - HEAD OF CAPACITY MANAGEMENT

Sector	Sea Transport			
Track	Shipping			
Sub-track	Shipping Operations			
Occupation	Vessel Capacity Manager			
Job Role	Head of Capacity Management			
Job Role Description	<p>The Head of Capacity Management leads in the formulation and review of operational strategies relating to capacity utilisation, cargo handling, vessel docking, booking and transshipment to maximise voyage yields, improve overall efficiency in vessel capacity management and vessel profit and loss outcomes. He/She is also responsible for endorsing and implementing contingency plans to maintain operational effectiveness.</p> <p>He is a results-oriented individual with a focus on profit maximisation. He possesses exceptional leadership skills and is adept at building a collaborative work environment.</p>			
Critical Work Functions and Key Tasks	Critical Work Functions		Key Tasks	
	Manage sector capacity planning		Review and ensure capacity operations within service routes are coordinated and carried out with relevant stakeholders in a timely manner	
			Lead cargo handling, vessel docking, booking and transshipment operation strategy development with key senior management stakeholders	
			Lead capacity optimisation plans of vessels to improve vessel profit and loss outcomes	
			Oversee cargo flow operations within service routes and make recommendations to improve efficiency	
			Oversee implementation of alternative proposals and contingencies to handle capacity issues	
			Formulate risk strategies to guide decision-making processes on entering partnership agreements to optimise capacity arrangements	
			Endorse recommendations to enter into partnership agreements	
	Manage vessel operations planning		Oversee communications with key stakeholders to optimise capacity requirements and avoid operational bottlenecks	
			Review the re-distribution of cargo allocation and make recommendations to optimise vessel utilisation and reduce costs	
			Review dangerous cargo handling strategies in collaboration with senior stakeholders of ship planning teams	
			Review vessel capacity planning forecasts	
Optimise voyage and route planning		Develop and implement department-wide strategies to improve vessel capacity planning forecasts		
		Review overall vessel movement and route adjustment strategies and make recommendations to improve efficiency and minimise cost impact		
		Endorse and implement contingency plans to maintain operational effectiveness according to organisational guidelines		
		Review and provide feedback on process improvements aimed at maximising voyage yields		
Skills and Competencies	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	Bulk Cargo Administration	Level 5	Decision Making	Advanced
	Business Data Analysis	Level 3	Global Mindset	Advanced
	Cargo Tracking System Administration	Level 4	Teamwork	Advanced
	Cyber Security	Level 3	Developing People	Advanced
	Dangerous Goods Management	Level 4	Sense Making	Advanced
	Delivery Management	Level 4		
	Financial Analysis	Level 5		
	International Trade Legislation Compliance	Level 5		
	Logistics Operations Research and Planning	Level 5		
	Partnership Management	Level 5		
	Process Improvement and Optimisation	Level 5		
	Resource Management	Level 5		
	Risk Control and Response Planning	Level 5		
	Ship Operations	Level 5		
Stakeholder Management	Level 5			
Programme Listing	For a list of Training Programmes available for the Sea Transport sector, please visit: www.skillsfuture.sg/skills-framework/sea-transport			

The information contained in this document serves as a guide.