

**SKILLS FRAMEWORK FOR SEA TRANSPORT
SKILLS MAP - HSSEQ MANAGER**

Sector	Sea Transport		
Track	Shipping		
Sub-track	Ship Management		
Occupation	HSSEQ Superintendent		
Job Role	HSSEQ Manager		
Job Role Description	<p>The Health, Safety, Security, Environment and Quality (HSSEQ) Manager manages all aspects of safety, health, quality, security and environment according to organisational and statutory standards, the International Safety Management (ISM) code, International Ship and Port Facility Security (ISPS) code, International Maritime Organisation (IMO) regulations and the Maritime Labour Convention.</p> <p>He formulates strategic and operational plans to address and improve control of HSSEQ hazards, risks and costs for the organisation ensure alignment with organisation's business goals and vision.</p> <p>He is results-driven and possesses excellent interpersonal skills to engage in negotiations with stakeholders. He makes independent business decisions and drives a culture of continuous improvement.</p>		
Critical Work Functions, Key Tasks and Performance Expectations	Critical Work Functions	Key Tasks	Performance Expectations (For legislated / regulated occupations)
	Develop health, safety, security, environment and quality (HSSEQ) policies	Review and endorse HSSEQ policies and procedures	In accordance to: <ul style="list-style-type: none"> • International Safety Management (ISM) code • International Ship and Port Facility Security (ISPS) code • International Maritime Organisation (IMO) regulations • Maritime Labour Convention
		Keep abreast of international and legal requirements related to maritime operations and ensure policies are up-to-date	
		Oversee all training programmes and materials to ensure alignment with organisation's HSSEQ policies	
		Formulate risk management strategies to minimise health, safety, security and environmental hazards	
	Implement HSSEQ compliance policies	Lead negotiations with external stakeholders to ensure all aspects of health and safety meet statutory compliance	
		Review HSSEQ initiatives and provide subject matter expertise to improve overall organisational HSSEQ maturity level	
		Ensure work processes are updated with all applicable publications, charts, industry codes and guidelines	
		Oversee vessel audits to ensure conformance with relevant international standards	
		Drive communication and consultation implementation processes for HSSEQ-related matters for all stakeholders	
Review organisational HSSEQ manuals, emergency response plans and spill contingency plans to ensure emergency preparedness			
Oversee regular emergency response drills and/or activities			
Evaluate HSSEQ compliance policies and practices	Manage overall HSSEQ performance to fulfil organisational and statutory standards		
	Formulate strategic and operational plans to address and improve control of HSSEQ hazards, risks and costs		
	Devise strategies to enhance HSSEQ operations and ensure alignment with organisation's business goals and vision		
	Review and evaluate effectiveness of risk management and HSSEQ management processes		
	Lead periodic management reviews to assess, monitor and identify areas for improvement in HSSEQ strategies, performance, management system and culture		
	Publish and communicate organisational HSSEQ statistics to management and personnel		
	Endorse and integrate new methods of minimising vessel environmental effects and improving safety of equipment into overall HSSEQ management processes		

	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)	
	Skills and Competencies	Behavioural Safety Management	Level 6	Leadership
Budgeting		Level 5	Interpersonal Skills	Advanced
Business Negotiation		Level 4	Decision Making	Advanced
Change Management		Level 5	Resource Management	Advanced
Continuous Improvement Management		Level 5	Global Mindset	Advanced
Cyber Security		Level 3	Problem Solving	Advanced
Maritime Emergency Response Management		Level 5	Communication	Advanced
Environmental Management System Framework Development and Implementation		Level 5	Sense Making	Advanced
Maritime Hazards Identification		Level 5	Developing People	Advanced
Innovation		Level 5	Managing Diversity	Advanced
Learning and Development		Level 5	Service Orientation	Advanced
Maritime Incident Management		Level 5	Teamwork	Advanced
Maritime Safety Culture Management		Level 5	Transdisciplinary Thinking	Advanced
Maritime Safety Performance Management		Level 5	Computational Thinking	Intermediate
Maritime Safety Policy Development		Level 5	Creative Thinking	Advanced
Marine Survey Reporting		Level 5	Digital Literacy	Advanced
Project Management		Level 5	Lifelong Learning	Advanced
Quality Systems		Level 4	Virtual Collaboration	Advanced
Regulatory Compliance		Level 5		
Risk Compliance and Governance		Level 6		
Risk Control and Response Planning		Level 5		
Ship Safety Management Systems Audit		Level 5		
Ship Seaworthiness and Pollution Prevention		Level 4		
Ship Security	Level 4			
Stakeholder Management	Level 5			
Technology Integration	Level 4			
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.