

SKILLS FRAMEWORK FOR SEA TRANSPORT				
SKILLS MAP - STOWAGE PLANNER/STOWAGE COORDINATOR				
<b>Sector</b>	Sea Transport			
<b>Track</b>	Shipping			
<b>Sub-track</b>	Shipping Operations			
<b>Occupation</b>	Stowage Planner			
<b>Job Role</b>	<b>Stowage Planner/Stowage Coordinator</b>			
<b>Job Role Description</b>	<p>The Stowage Planner/Stowage Coordinator supports the planning of cargo allotment and stowage on vessels to maximise vessel capacity and profitability while minimising operational costs and adhering to safety regulations. He/She supports collaborations with port operators, cargo surveyors, vessel crew and other key stakeholders to identify, prioritise and process vessels for loading and unloading in a safe and efficient manner. He supports the development of vessel itineraries and ensures that all cargo and vessels have the required documentation for international shipping.</p> <p>He is knowledgeable on container logistics and is self-driven with the capability to work individually or in teams.</p>			
<b>Critical Work Functions, Key Tasks and Performance Expectations</b>	<b>Critical Work Functions</b>	<b>Key Tasks</b>		<b>Performance Expectations (For legislated/regulated occupations)</b>
	Manage cargo operations planning	Coordinate cargo handling and trans-shipment operations with port operators, capacity management teams, cargo consignees and other stakeholders, based on vessel characteristics, trade requirements, vessel booking and docking schedules		In accordance to: <ul style="list-style-type: none"> <li>International Maritime Dangerous Goods (IMDG) code</li> </ul>
		Support liaisons with capacity management teams and network partners to obtain stowage information, vessel layouts and safety requirements for timely and efficient planning		
		Collaborate with capacity management teams to manage risks by ensuring dangerous cargo are handled correctly, based on international regulations, weight calculations and fit of containers with each shipment		
		Support development of cargo allotment and stowage plans according to vessel port rotation, container characteristics and cargo types		
		Execute cost-effective cargo handling strategies according to international safety regulations		
		Transmit and receive relevant stowage plans via electronic data interchange (EDI) files from global seaports		
		Manage port operations planning		
	Manage voyage and route planning	Execute vessel stowage optimisation plans for maximisation of profit and vessel capacity		
		Support the inspection of assigned vessels to ensure that all cargo is lashed securely, according to international safety regulations		
Develop shipping itineraries and maintain schedules to ensure reliable and cost-effective voyages				
Collate travel plans, itineraries and other essential documentation for international shipping				
Support proposals for alternative schedules, vessels and routes that are more suitable				
<b>Skills and Competencies</b>	<b>Technical Skills and Competencies</b>		<b>Generic Skills and Competencies (Top 5)</b>	
	Bulk Cargo Administration	Level 3	Communication	Basic
	Cargo Handling and Stowage	Level 4	Computational Thinking	Intermediate
	Cyber Security	Level 3	Digital Literacy	Basic
	Dangerous Goods Management	Level 2	Problem Solving	Basic
	Documentation and Administration	Level 2	Teamwork	Basic
	International Trade Legislation Compliance	Level 3		
	Logistics Operations Research and Planning	Level 3		
	Quality Assurance	Level 3		
	Resource Management	Level 3		
	Ship Operations	Level 3		
	Stowage Load Planning	Level 2		
	Stakeholder Management	Level 3		

	Time-Sensitive Cargo Delivery Management	Level 3	
<b>Programme Listing</b>	For a list of Training Programmes available for the Sea Transport sector, please visit: <a href="http://www.skillsfuture.sg/skills-framework/sea-transport">www.skillsfuture.sg/skills-framework/sea-transport</a>		

The information contained in this document serves as a guide.