

## SKILLS FRAMEWORK FOR SEA TRANSPORT SKILLS MAP - TECHNICAL MANAGER

<b>Sector</b>	Sea Transport			
<b>Track</b>	Shipping			
<b>Occupation</b>	Technical Superintendent			
<b>Job Role</b>	<b>Technical Manager</b>			
<b>Job Role Description</b>	<p>The Technical Manager has the ultimate responsibility and accountability for the safe, efficient and cost-effective performance of ships assigned. He/She oversees all activities and verifies reports to ensure ships' maintenance and certifications comply to organisation risk management procedures and requirement, as well as requirements under the International Maritime Organisation (IMO) code, International Labour Organisation (ILO) regulations, International Safety Management (ISM) code, International Ship and Port Facility Security (ISPS) code, Maritime Labour Convention (MLC) regulations and the International Standards Organisation (ISO).</p> <p>He possesses good analytical, problem-solving, time management, project management and decision-making skills.</p>			
<b>Critical Work Functions, Key Tasks and Performance Expectations</b>	<b>Critical Work Functions</b>	Oversee ship compliance to regulatory requirements and legislation	Implement strategies to maintain and monitor certification of ships	<b>Performance Expectations (For legislated/regulated occupations)</b>  In accordance with: <ul style="list-style-type: none"> <li>• International Maritime Organisation (IMO) code</li> <li>• International Labour Organisation (ILO) regulations</li> <li>• International Safety Management (ISM) code</li> <li>• International Ship and Port Facility Security (ISPS) code</li> <li>• Maritime Labour Convention (MLC) regulations</li> <li>• International Standards Organisation (ISO)</li> </ul>
			Monitor results of all vetting inspections	
			Ensure follow-up on findings from vetting inspections	
			Monitor reports to ensure ships meet requirements and possess the relevant documentation	
	Oversee crew management matters	Endorse crew assigned to ships		
		Give input and direction for the development of in-house learning and development roadmap		
		Conduct interviews and make recommendations on new hires		
		Set goals, expectations and coach crew in line with organisation's competence and performance management objectives		
	Manage maintenance of ships to ensure seaworthiness	Oversee execution of repairs and dry-docking activities and yard supervision		
		Check status of pending defects, inspection findings and audit findings		
		Prepare ship condition reports for management		
		Ensure dry dockings are effectively prepared and executed		
		Oversee purchasing of vessel parts		
	Manage ship budget and expenditure	Analyse budget and expenditure reports		
		Formulate budgets for ships and oversee costs		
	Manage business risks	Develop a framework and processes to manage business risk		
		Ensure business risk procedures are complied with		
Lead improvements to enhance efficiency	Drive a culture of innovation and efficiency to ensure processes are productive			
	Monitor the effectiveness of workflow improvements			
Manage resource planning	Develop strategies for resource planning and utilisation			
	Review the utilisation of resources			
Service client accounts	Manage contracts with ship owners, cargo owners and brokers			
	Manage issues arising from servicing client accounts			
	Manage information exchange between clients and business			
	Maintain relationships with clients			
<b>Skills and Competencies</b>	<b>Technical Skills and Competencies</b>		<b>Generic Skills and Competencies (Top 5)</b>	
	Budgeting	Level 5	Leadership	Advanced
	Business Continuity Management	Level 4	Interpersonal Skills	Advanced
	Business Data Analysis	Level 2	Communication	Advanced
	Business Planning	Level 5	Creative Thinking	Advanced

	Cash Flow Reporting	Level 4	Problem Solving	Advanced
	Crew Management	Level 5		
	Cyber Security	Level 3		
	Dry Dock Project Management	Level 5		
	Employee Relations	Level 4		
	Financial Analysis	Level 4		
	Financial Management	Level 4		
	Fleet Procurement	Level 5		
	Innovation	Level 5		
	Learning and Development	Level 4		
	Manpower Planning	Level 4		
	Market Research	Level 4		
	Networking	Level 5		
	Organisational Strategy and Policy Realisation	Level 5		
	Resource Management	Level 4		
	Risk Compliance and Governance	Level 5		
	Risk Control and Response Planning	Level 5		
	Service Excellence	Level 4		
	Ship Compliance Management	Level 5		
	Ship Cyber Security	Level 5		
	Ship Energy Efficiency	Level 4		
	Ship Maintenance and Repair (Dock)	Level 5		
	Ship Repair Management	Level 5		
	Technology Integration	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.