

SKILLS FRAMEWORK FOR SECURITY SKILLS MAP – OFFICER COMMANDING/OPERATIONS MANAGER		
Sector	Security	
Track	Auxiliary Police	
Occupation	Auxiliary Police Officer	
Job Role	Officer Commanding/Operations Manager	
Job Role Description	<p>The Officer Commanding/Operations Manager leads a department or unit of Auxiliary Police Officers. He/She is expected to manage manpower resources, and maintain the professionalism and discipline of his department or unit. His duties include assessing or mitigating security risks, preparing operation orders, and overseeing responses to incidents and emergencies.</p> <p>He is required to work in an office, perform site visits and be physically fit. He is a strategic leader who collaborates with various stakeholders to achieve a common goal. He is able to bring different stakeholders together and effectively engage and communicate with them to bring about positive changes to advance the interests and needs of the industry.</p>	
Critical Work Functions and Key Tasks	Critical Work Functions	Key Tasks
	Manage risks	Assess security risks
		Mitigate security risks
	Manage security teams	Prepare operation orders
		Maintain professionalism of security personnel
		Manage manpower resources
		Conduct disciplinary inquiries
Manage incidents	Oversee responses to incidents and emergencies	

	Technical Skills and Competencies		Generic Skills and Competencies (Top 5)			
	Skills & Competencies	Access Control Management	Level 4	Leadership	Advanced	
Alarm System Management		Level 4	Developing People	Advanced		
Capability Development		Level 6	Decision Making	Advanced		
Confidentiality Management		Level 4	Resource Management	Advanced		
Conflict Resolution Management		Level 4	Communication	Advanced		
Contingency Management		Level 4				
Documentation		Level 4				
Executive Protection		Level 4				
Guard and Patrol		Level 4				
Incident Response		Level 4				
Information Collection		Level 5				
Innovation Management		Level 4				
Manpower Planning		Level 5				
Performance Management		Level 5				
Robotics and Automation Application		Level 4				
Security Event Management		Level 5				
Security Operation Compliance		Level 4				
Security Risk Analysis		Level 4				
Security Screening Management		Level 4				
Security Threat Research		Level 4				
Security Surveillance Management	Level 4					
Stakeholder Management	Level 4					
Programme Listing	For a list of Training Programmes available for the Security sector, please visit: www.skillsfuture.sg/skills-framework/security					

The information contained in this document serves as a guide.