

SKILLS FRAMEWORK FOR WHOLESALE TRADE SKILLS MAP – TREASURY MANAGER				
Sector	Wholesale Trade			
Track	Finance and Regulations			
Occupation	Treasury Analyst			
Job Role	Treasury Manager			
Job Role Description	<p>The Treasury Manager assumes responsibility for reviewing and monitoring the organisation's cashflow position as well as liquidity management. He/She directs preparation of business activity reports, financial position forecasts, or other reports required. He serves as the focal point of contact with financial institutions on credit facilities.</p> <p>He is expected to have a good sense of the industry and financial sector, both locally and globally, and adequately manages the organisation's cash and liquidity positions. He is analytical and has good communication skills, and is skilled at managing a diverse group of stakeholders and tactical planning.</p>			
Critical Work Functions and Key Tasks	Critical Work Functions	Manage treasury strategies	Key Tasks	
			Develop organisation's cash management strategies	
			Review targets and Key Performance Indicators (KPIs) across teams and integrate into implementation plans	
			Review collaboration with internal functions for treasury related initiatives	
	Manage organisation's financial holdings	Develop internal treasury guidelines to ensure compliance to regulatory requirements and legislations		
		Review organisation's bank accounts and trade lines		
		Develop internal treasury guidelines to ensure compliance to regulatory requirements and legislations		
		Facilitate interactions and relationship building with financial institutions to support financing needs and other treasury operations		
		Review settlements of any financial instruments organisation uses		
	Oversee analysis of treasury holdings	Develop plan to mitigate financial risks and exposures in-line with treasury policies and best practices		
		Evaluate financial reports to anticipate expenses and plan investments		
		Initiate appropriate actions to manage organisation's funding and inventory positions using monthly and quarterly treasury reports		
	Drive collaboration of human resource, technology and finance initiatives	Propose department's financial budget for management approval		
		Manage financial budget in accordance with department work plan		
		Develop corporate governance measures		
		Provide on-the-job training and performance evaluation to subordinates		
Implement department's recruitment and retention efforts				
Evaluate latest technology trends that can be leveraged to improve productivity and innovation				
Evaluate how workplace technology approach can be revised based on feedback				
Skills & Competencies	Technical Skills & Competencies		Generic Skills & Competencies	
	Budgeting	Level 4	Decision Making	Advanced
	Business Performance Management	Level 4	Problem Solving	Intermediate
	Business Planning	Level 4	Leadership	Intermediate
	Change Management	Level 4	Sense Making	Advanced

	Conflict Management	Level 4	Communication	Intermediate
	Continuous Improvement Management	Level 4		
	Data Mining and Modelling	Level 3		
	Effectiveness Management	Level 4		
	Enterprise Risk Management	Level 4		
	Innovation Management	Level 4		
	Learning and Development	Level 4		
	Manpower Planning	Level 4		
	Market Risk Management	Level 3		
	Organisational Analysis	Level 4		
	Resource Management	Level 4		
	Solutions Design Thinking	Level 4		
	Stakeholder Management	Level 4		
	Strategy Planning	Level 4		
	Systems Thinking Application	Level 4		
	Technology Integration	Level 3		
	Treasury Management	Level 4		
Programme Listing	For a list of Training Programmes available for the Wholesale Trade sector, please visit www.skillsfuture.sg/skills-framework/wholesaletrade			

The information contained in this document serves as a guide.