

SKILLS FRAMEWORK FOR WHOLESAL TRADE				
SKILLS MAP - SENIOR REGULATIONS AND TRADE CONTROLS ANALYST/REGULATIONS AND TRADE CONTROLS ANALYST				
Sector	Wholesale Trade			
Track	Finance and Regulations			
Occupation	Regulations and Trade Controls Analyst			
Job Role	Senior Regulations and Trade Controls Analyst/Regulations and Trade Controls Analyst			
Job Role Description	<p>The Senior Regulations and Trade Controls Analyst/Regulations and Trade Controls Analyst assumes the responsibility of coordinating trade regulatory requirements with working level stakeholders. He/She is also responsible for reviewing organisation's compliance with regulatory requirements. He assesses adequacy, effectiveness and efficiency of compliance with regulations and make appropriate recommendations.</p> <p>In addition, he is expected to communicate with regional colleagues to upkeep latest the regulatory standards and guidelines for organisational compliance on both a local and regional level. He possesses good communication and coordination skills with high attention to details.</p>			
Critical Work Functions and Key Tasks	Critical Work Functions	Key Tasks		
	Monitor trade regulations	Analyse changes in laws and regulations for trade controls to support decision making in businesses		
		Execute new regulation implementation plan to meet changes in regulatory requirements		
		Support collaboration with internal stakeholders in developing functional strategies taking into consideration regulatory requirements		
	Review compliance to trade controls	Analyse risks and uncertainties contributing to trade controls		
		Monitor positions and associated risks to ensure that they are reflected prudently in commodities' profit and loss reports		
		Analyse periodic profit and loss reports to determine drivers of movements and threshold variances if any		
	Establish code of conduct guidelines for trade management	Perform code of conduct documentation updates periodically to maintain a code of conduct that is relevant and up to date with trade guidelines and practices		
		Implement targetted communication plan to increase adoption and awareness of code of conduct		
		Monitor adherence to trade code of conduct and flag out non-adherence		
		Monitor compliance to risk management policies and guidelines and highlight situations of possible fraud occurrence for money laundering and corrupt practices		
	Support application initiatives	Facilitate the use of technologies, electronic tools and devices		
		Contribute in key activities and milestones in technology implementation projects		
		Provide assistance in ongoing records and information review to determine effectiveness of work processes and procedures		
		Plan continuous work improvement activities and performance improvement strategies		
Skills & Competencies	Technical Skills & Competencies		Generic Skills & Competencies	
	Business Performance Management	Level 3	Communication	Intermediate
	Business Planning	Level 3	Problem Solving	Intermediate
	Change Management	Level 3	Teamwork	Intermediate
	Conflict Management	Level 3	Interpersonal Skills	Intermediate
	Continuous Improvement Management	Level 3	Lifelong Learning	Intermediate
	Data Mining and Modelling	Level 2		
	Effectiveness Management	Level 3		
	Enterprise Risk Management	Level 3		
	Fraud Risk Management	Level 3		

	Innovation Management	Level 3		
	Internal Controls	Level 3		
	International Trade Legislation Compliance	Level 3		
	Learning and Development	Level 3		
	Market Risk Management	Level 3		
	Resource Management	Level 3		
	Solutions Design Thinking	Level 3		
	Stakeholder Management	Level 3		
	Systems Thinking Application	Level 3		
	Technology Integration	Level 2		
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.