

SMF CENTRE FOR CORPORATE LEARNING (SMF-CCL)

For over five decades, SMF Centre for Corporate Learning (SMF CCL) has been instrumental in assisting SMF to meet its mission of helping companies increase their competitiveness by equipping their employees with skill-sets and knowledge to perform at the optimum. SMF CCL is the appointed International Channel Partner (ICP) with APICS, the Association for Operations Management in Singapore. Besides APICS, SMF CCL's other international partners include American Society of Transportation & Logistics (ASTL) and Six Sigma.

With a belief that people are the most important asset of any organisation and having built a wide range of comprehensive and holistic corporate learning programmes, SMF CCL now extends its service beyond the manufacturing industries.

SERVICE OFFERINGS

SMF CCL is a one-stop business service provider, offering a holistic suite of training programmes including:

- Upgrading of skills of the manufacturing workforce
- Nurturing of T-Shaped PMETS
- Driving Productivity Growth
- Seminars, Conferences and Workshops
- Customised In-House Training Solutions
- Career Services, Job Placements and Job Matching
- Training Needs Analysis
- Local & Overseas Training Consultancy

Each year, the SMF CCL conducts more than 200 workshops, seminars and courses and trains over 10,000 people. In January 2017, SMF CCL conducted the "Being Future Ready" workshop to help companies usher in a new year and be equipped with business capabilities for a new era of emerging trends and changes in global leadership.



Industry 4.0 creates what has been called the "smart factory" with cyber-physical systems, the Internet of things, cloud computing and cognitive computing. To help companies adopt Industry 4.0 and remain relevant and competitive, SMF CCL partnered Makino Asia to hold an interactive session to share best practices on "INDUSTRY 4.0 – How relevant to Singapore SMEs?".

The Enhanced SME QIANG is a breakthrough training programme developed by SMF CCL in conjunction with and supported by SkillsFuture Singapore (SSG) to help SMEs create value through Business Model Innovation (BMI) and deliver value to optimise Productivity. In September 2017, a Chinese workshop for the Enhanced SME QIANG was held to reach out to Chinese speaking SMEs.

Committed to helping companies develop their human capital to the fullest, SMF CCL actively collaborates with government agencies to deliver high quality and heavily-subsidised training programs for companies. Three of such programs are P-Max, PCP and STP.





P-MAX

In collaboration with Workforce Singapore (WSG), SMF CCL helps local Small and Medium Enterprises (SMEs) to better recruit, train, manage and retain their newly-hired local Professionals, Managers, Executives and Technicians (PMETs). P-Max is a place-and-train program that aims to help newly-hired PMETs better acclimatise to the new SME work environment and to achieve better PMET retention in SMEs. It will also enable SMEs to establish better communication channels between supervisors and staff and to adopt progressive HR practices for their newly hired PMETs. The programme consists of a 2-day workshop for newly-hired PMETs, a 1-day workshop for supervisors and/or HR representatives from the respective SMEs and a 6-month post workshop progress review sessions with SMF. For this programme, WSG will fund 90% of the course fee and upon completion of the 6-month progress review and submission of P-Max report, a one-time Assistance Grant of S\$5000 will be disbursed to the SME.

PCP

Supported by WSG, SMF CCL administers two types of Professional Conversion Programmes (PCP), namely PCP-Broad-based (manufacturing) and PCP-Overseas. PCP-Broad-based is designed to help mid-career local PMETs re-skill with the necessary competencies to embark on a career in the manufacturing sector whereas PCP-Overseas is designed to help mid-career PMETs re-skill with the necessary competencies to embark on a career which includes overseas assignments/roles. WSG provides 70% funding for the courses and up to 90% funding for the PMET's salary.

STP

SMF CCL is also an Approved-In-Principle (AIP) partner appointed by SPRING to manage the SME Talent Programme (STP). STP helps local SMEs attract undergraduate talents from the Universities, Polytechnics and Institute of Technical Education (ITE), through internship. With this program, local SMEs are eligible for up to 70% funding support covering the internship stipend.

LEARN WHAT OUR PAST PARTICIPANTS HAVE TO SAY:

P-Max Place and Train

Name of Company : **Fong Shen Maintenance & Engrg Pte Ltd**

Employer's Story:

By Mr Goh Hak Kheng, Executive Chairman

The P-Max programme enables our company to benefit from the PMET's wealth of experience and this has further strengthened our company's move towards becoming a listed company. Our company has seen positive changes and is more systematic in our execution of plans and operations towards an MNC environment.

Employee's Story: By Mr Christopher Tay, Director

P-Max provides good workshops to calibrate expectations between the employer and employee. The programme allows me to learn and adapt to a new industry and facilitates my contribution to the company. In addition, adapting to the culture of the company is a key motivation factor. It is a mutually beneficial situation that my prior experience could be used to further strengthen the company's culture from an MNC's perspective.

P-Max and PCP Bundling

Name of Company: **Clearvisions Cleaning Solutions Pte Ltd**

Employer's Story: By Mr Mark Loke, Operations Manager

The bundling availability of the Broad-Based Professional Conversion Programme which provides both wage support to my company and structured training for my newly-hired staff is a further benefit for us to employ mid-career switches. The 3-months wage support makes it more affordable to employ matured PMETs and the training courses help to equip the PMETs with new skill-sets in their job functions.

Employee's Story: By Mr Sudave s/o Ramachanderan, Business Development Manager

The classroom training courses conducted by SMF Centre for Corporate Learning on developing an effective marketing plan and how to build customer loyalty were very useful in terms of knowledge and insights in my job role. In addition, the structured in-house training carried out by the company was a good platform for me to further enhance my familiarization of the company's operations, staff and working environment.

SME Talent Programme (STP)

Name of Company : **SLP International Property Consultant**

Employer's Story: By Ms. Erika Putri, HR Executive

Supported by a dedicated team of experienced staffs from the Business Space and Residential team, SLP provides a full spectrum project development consultancy service to meet our clients' specific needs. Our sound market expertise enables us to approach each project with creativity to resourcefully deliver results. From the point of land purchase, the team is involved in product conceptualization, formulation of marketing strategies, and optimization of pricing strategies.

We believe in good HR practices such as employee training and employee engagement. Interns who join our workforce have the opportunity to contribute their creative ideas while learning from experienced business leaders in real-world work environments. The support given by the SME Talent Programme has enabled us to equip students with skills required for their future employment.

Name of Company : **SmartComm Electronics**

Employer's Story: By Umabharathy

Our company, SmartComm Electronics Pte Ltd is a dynamic IOT company that specializes in bespoke real-time telematics solutions which can provide GPS tracking to vehicle fleets. Our Intelligent Vehicle Motoring System (IVMS) can help companies and bike users easily locate their lost bikes all around Singapore by addresses.

At SmartComm, we believe that the well-being of employees play a vital role in contributing to our company's success especially in tomorrow's metrics-oriented world. Not only do we encourage healthy work-life balance – we make it happen by implementing flexible working hours. With the SME Talent Programme, it enables us to hire interns. Interns who join us are trained and equipped with technical knowledge for the job and skills to achieve work-life balance. They are also enriched with real-world working experience in a technology environment and gain the skills to keep abreast with changing technologies.



PROFESSIONAL CONVERSION PROGRAMME (OVERSEAS) FOR REGIONAL OPERATIONS MANAGER & REGIONAL TECHNICAL PROGRAMME MANAGER

Salary support for companies available!

70% Course fees Funding

+20% for SMEs

Workforce Singapore's (WSG) **Professional Conversion Programme (Overseas)** for :

1. Regional Operations Manager
2. Regional Technical Manager

are designed to help **mid-career Professionals, Managers, Executives and Technicians (PMETs)** reskill with the necessary competencies to embark on a career which includes overseas assignments/roles.

These PCPs include **customised mentorship programmes** to facilitate and enhance the employability for those looking to switch their careers to having overseas job functions. It will help companies tap on **additional sources of manpower** and **meet their manpower needs**. Through **one-to-one mentoring**, companies are also able to align training according to their specific business needs.

WHO CAN APPLY?

Candidates must fulfil the following criteria:

- Singapore Citizen or Permanent Resident;
- Minimum 21 years old;
- Graduated or completed National Service for at least 2 years or have prior work experience in a PMET position for at least 1 year;
- Newly hired (defined as 3 months or less) and nominated by an eligible participating company for the PCP.
- Minimum monthly salary of S\$5,000

Participating companies must fulfil the following criteria:

- Registered or incorporated in Singapore;
- Issue a valid employment contract;
- PMET's job functions should include overseas assignments/roles, and
- Provide customised mentorship programme for the candidate.

Funding for PCP Overseas Capability Development

1. Regional Operations Manager			2. Regional Technical Programme Manager		
Course Fees (Inclusive of 7% GST)	Full course fee:	\$6420	Course Fees (Inclusive of 7% GST)	Full course fee:	\$6420
	Course fee payable after 70% funding:	\$1926		Course fee payable after 70% funding:	\$1926

SMEs are eligible for enhanced funding rate of 90%. The additional 20% course fee grant support for SMEs will be administered through SkillsConnect System.

Funding Support		Requirement
Course fee funding at 70% of course fees, capped at \$4,200		PMETs complete customized mentorship programme
Salary Support	Singaporeans & Singapore PR	Funded at 70% of salary, capped at \$4,000 per month
	Mature or LTU*	Funded at 90% of salary, capped at \$6,000 per month

*Enhanced salary support rate is applicable for Singapore Citizens who are aged 40 and above, or are long-term unemployed for at least 6 months.

For Further Enquires please contact:

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