

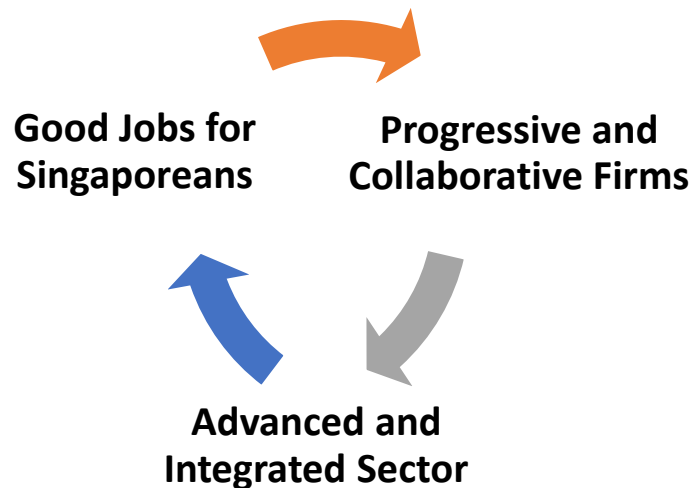


PROGRAMMES AND RESOURCES TO SUPPORT BUILT ENVIRONMENT FIRMS' TALENT AND SKILLS NEEDS

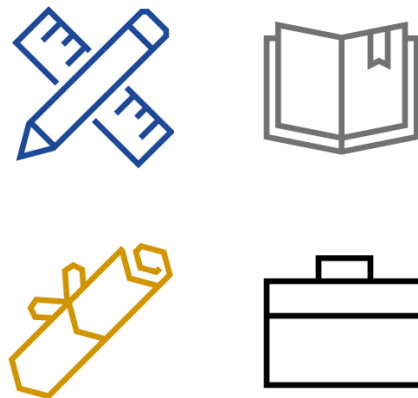
Brought to you by BCA, e2i, ESG, SSG & WSG

Overview

Construction Industry Map
aims for



Climate change and an evolving
economy means Singaporeans
need to adapt and Firms need to
transform and grow



Government has put together
programmes helmed by various
agencies to support BE Firms and
Individuals to enter and to remain
relevant in the industry



This toolkit has been developed to support Built Environment (BE) firms in the planning and building of manpower capabilities, made possible by the programmes offered by BCA, e2i, ESG, SSG and WSG collectively. The aim is to provide ease of reference as well as the relevant contacts of the respective agencies when navigating the various resources available to companies in Singapore. In addition to developing BE workforce capabilities, HR personnel from BE firms may also avail themselves to the various programmes that support HR capability development within their organisation.

Navigating Menu for Support Toolkit

Resources & Programmes for Improving HR Capabilities



Assessing & Building HR Capabilities

Determine the ability of your HR functions to meet the organization's business goals

Click for Resources



Improving HR Processes

Create greater value by enhancing HR functions and systems through process re-engineering, job redesign and technology

Click for Resources



Developing HR Professionals

Elevate the competency of HR personnel in your organisation

Click for Resources



Talent Attraction

Ensure your organisation attracts the right candidates with the requisite skills and attributes

Click for Resources



Talent Acquisition

Leverage various schemes to recruit different types of candidates

Click for Resources



Develop Training Framework

Put in place structures for learning and futureproof your workforce

Click for Resources



Skills Gap Analysis

Identify the learning needs of employees

Click for Resources



Workforce Upskilling & Reskilling

Discover opportunities to upgrade employees' capabilities

Click for Resources



Developing Learning Culture

Create an engaging organisational culture of learning

Click for Resources



Rewarding Learning Performance

Gain recognition and celebrate successful efforts that help brand your organisation

Click for Resources



Resources & Programmes for BE Workforce Development



Programmes & Resources for Assessing & Building HR Capabilities

Human Capital Diagnostic Tool

Measure your organisation's HR capabilities in meeting business and workforce needs using the [Human Capital Diagnostic Tool \(HCDT\)](#), a national scoring framework administered by the Institute for Human Resource Professionals (IHRP).

Benefits :

- Prepare for business and workforce transformation
- Benchmark scores against peers and business growth stage within the BE industry
- Prioritise resources to improve HR competencies and capabilities
- Receive insights from trained HCDT assessors on how to close gaps found
- Qualify to register for various BE-related government schemes such as :

1. *Growth and Transformation Scheme*
2. *Integrated Facilities Management (IFM)*
3. *Aggregated Facilities Management (AFM) Grant*
4. *Productivity Innovation Project (PIP)*



[Application](#)

Skills Framework for Human Resources

Refer to the [Skills Framework \(SFw\) for HR](#) to identify the current and emerging competencies required by your organisation's HR employees to perform successfully in their roles.

The Skills Framework is an integral component of the HR Industry Manpower Map and serves to provide a common skills language so as to enable skills recognition among different stakeholders.

Benefits :

- Identify emerging skills and build new capabilities in HR
- Develop occupational / job profiles
- Create comprehensive competency framework and training roadmaps
- Strengthen organisational capability to develop HR staff for improved performance
- Enhance talent attraction, management and retention



[Enquiry](#)

Programmes & Resources for Improving HR Processes

Productivity Solutions Grant (PSG)

BE firms may seek financial support for projects that aim to enhance HR processes with technology via the [Productivity Solutions Grant \(PSG\)](#). The PSG supports Singapore companies in raising productivity and automate existing processes through IT solutions and equipment.

Benefits : The PSG defray costs in purchasing pre-scoped IT solutions and equipment such as HR Management Systems (HRMS), HR E-scheduling Systems, etc.

Funding of up to 50%, subject to a cap of \$30,000 is provided to SMEs for the above solutions supported by Enterprise Singapore (EnterpriseSG).



[Enquiry](#)

Enterprise Development Grant (EDG)

To defray the costs of human capital development projects, BE firms may tap on the [Enterprise Development Grant \(EDG\)](#) which targets business transformation efforts that focuses on upgrading core capabilities, innovation or venturing overseas.

Benefits : Human capital projects are classified under upgrading of core capabilities and comprises diagnostics and gap analyses; development of strategic roadmaps, business frameworks, policies or processes; and implementation efforts.

Funding of up to 50% of qualifying costs for SMEs and up to 30% for non-SMEs.



[Enquiry](#)

Human Resources Job Redesign Initiative (HR-JR)

For initiatives that involve streamlining HR processes, redesign of HR job roles and implementing HR tech solutions to improve productivity, BE firms may tap on the [Human Resources Job Redesign Initiative \(HR-JR\)](#).

Benefits : The HR-JR may be used to cover the fees of Job Redesign consultants who are engaged, for example, to identify HR job roles impacted by technology and subsequently to redesign the affected roles as a consequence of process changes.

Financial support will be via the Productivity Solutions Grant for Job Redesign (PSG-JR) which funds up to 70%, capped at \$30,000 for Singapore registered companies.

[Enquiry](#)



SkillsFuture Enterprise Credit (SFEC)

For additional funding, BE firms may apply for the [SkillsFuture Enterprise Credit \(SFEC\)](#) which is aimed at encouraging Singapore companies to embark on enterprise and workforce transformation. Eligible employers will receive a one-off S\$10,000 credit.

Benefits : Under enterprise transformation, the SFEC credit may be used to cover up to 90% of out-of-pocket expenses on qualifying costs for supported initiatives, capped at \$7,000 and this will be over and above the support levels of other existing schemes such as the PSG and EDG.

For workforce transformation, companies can utilize the SFEC credit for training courses such as those aligned to the various Skills Frameworks, Job Redesign initiatives, Career Conversion Programmes, etc.

[Enquiry](#)



Programmes & Resources for Developing HR Professionals

IHRP Certification Pathways

The [IHRP Certification Pathways](#) are offered by the Institute of Human Resource Professionals, the HR professional body set up to professionalise and strengthen HR practices in Singapore.

The IHRP Certification confers professional recognition that is nationally endorsed and seeks to provide a development pathway for HR professionals in the form of 4 levels :

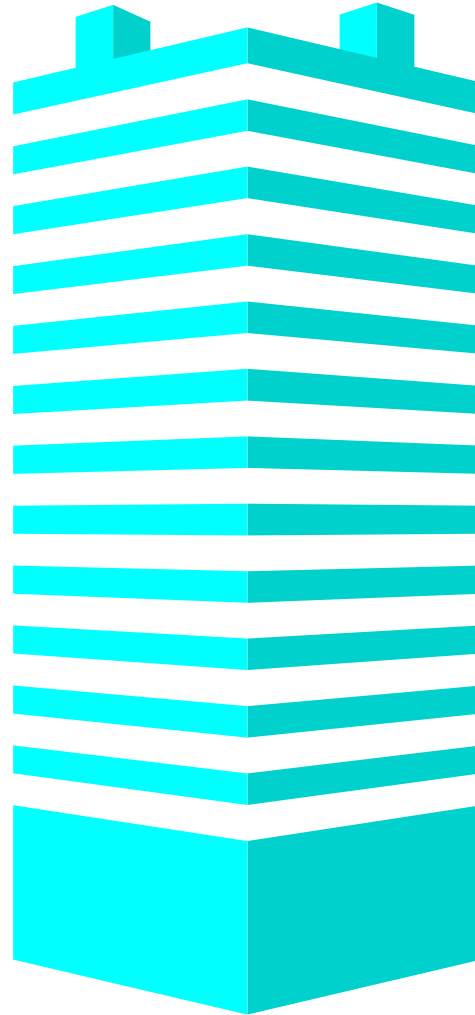
- 1) *IHRP Certified Professional (IHRP-CP)*
- for those with 3 or more years of HR experience
- 2) *IHRP Senior Professional (IHRP-SP)*
- for seasoned and experienced HR leaders
- 3) *IHRP Master Professional (IHRP-MP)*
- for top HR leaders well-regarded by the HR community
- 4) *IHRP Certified Associate (IHRP-CA)*
- for students and working professionals without HR experience

Benefits :

Up to 70% funding will be provided through the use of SkillsFuture Credit to support the pursuit of IHRP Certifications, Recertifications and Upgrades.



Enquiry



Career Conversion Programme (CCP) for Human Capital Professionals

The [Career Conversion Programme \(CCP\) for Human Capital Professionals](#) is aimed at converting PMET workers, especially mid-careerists, to transit into HR roles via a 4-month Place-and-Train arrangement.

It is also a 3-month reskilling programme for existing HR professionals whose jobs have been impacted by job redesign.

Benefits :

Eligible companies may receive up to 90% salary funding support.



Enquiry



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Programmes & Resources to Attract Talent

Validate Job Vacancies

Refer to the [Skills Framework for Built Environment](#) to check for the competencies stipulated by the BE industry that defines successful job performance. The Skills Framework provides users with key information on career pathways, job roles and emerging skills required by the BE sector and is an integral component of the Industry Transformation Maps.

Publicise Job Opportunities

Reach out to potential job seekers by advertising job vacancies using the Career Matching services offered by the following agencies :

- [Workforce Singapore \(WSG\)](#)
- [Employment and Employability Institute \(e2i\)](#)

Benefits :

Free plug-and-play toolkits catered specifically for the industry e.g. career pathways, job roles and emerging skills.

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Benefits :

WSG - Vacancies are posted on MyCareersFuture.sg, a one-stop job portal that is complimentary to all employers hiring locals.
e2i – assistance in conducting outreach (e.g. job fairs), screening and connecting with shortlisted candidates

WSG Workforce Singapore

WSG Enquiry

e2i Better Jobs For Life Employment and Employability Institute

e2i Enquiry

Programmes & Resources to Develop Training Framework

Companies refer to the **Built Environment Industry Transformation Map (BEITEM)** to connect with the bigger picture of the industry and to position themselves as relevant players in the BE ecosystem

Companies use the **Jobs Transformation Map (JTM)** as part of their ongoing transformation and to adapt themselves for future growth

Companies use the **BE Skills Framework (SFw)** as a reference to build a skilled workforce to achieve business goals

How to Use the Skills Framework (SFw)

1 Obtain Sector Information

Use the [SFw](#) to gain an understanding of the overview of Singapore's BE sector such as key statistics and industry trends.

2 Review Occupations & Job Roles

Use the [SFw](#) to develop job descriptions or to enhance current job roles.

3 Plan for Career Pathways

Use the [SFw](#) to map out employees' career development or review / align occupational job grades.

4 Perform Gap Analysis on Skills & Competencies

Discover industry expectations for existing and emerging skills when performing skills gap analysis.

5

Identify Relevant Training Programmes

Refer to the [SFw](#) for a directory of over 160 BE-related training programmes to enrol employees for upgrading.

1

Understand Impact of Future Trends on Jobs

Use the [JTM](#) to identify which of the job roles of today will change as a result of megatrends and technology; and to what extent job tasks will change over a time period.

2

Mitigate Impact on Affected Job Roles

Establish suitable measures to support jobs that have been impacted.

3

Understand Emerging Skills

Use the [JTM](#) to forecast which skills will be in greater demand or those that are not present today but will become important skills needed in the future.

4

Identify Emerging Jobs

The [JTM](#) identifies what are the jobs of the future and what are the considerations that employers should know in adopting them.

How to Use the Jobs Transformation Map (JTM)



Programmes & Resources to Analyse Skills Gaps



Learning Needs Analysis (LNA)

In conducting skills gap analysis, employers may refer to the [Skills Framework for Built Environment](#) to compare employees' current skillsets with the required skillsets of a specific BE career pathway.

Benefits : The Skills Maps lists the Technical Skills and Competencies and also the Critical Core Skills, for a total of 56 job roles across the 8 BE job tracks.

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Connecting LNA with Biz Transformation

SME firms are provided with the [SME Skills Transformation Playbook](#) for advice on how to link skills development with their organisation's business transformation efforts.

Benefits : The playbook provides a step-by-step approach to develop a business transformation roadmap and build a skilled workforce to strengthen business outcomes.

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Job Redesign

Skills sets are also reviewed during Job Redesign. Companies that seek to redesign jobs may receive the [Support for Job Redesign under the Productivity Solutions Grant \(PSG-JR\)](#), whereby BE firms may engage pre-approved consultants under the scheme to implement customised JR solutions at a subsidised cost.

Benefits :

- Up to 70% funding for consultancy services capped at \$30,000 per company.
- Companies can also tap on the [SkillsFuture Enterprise Credit \(SFEC\)](#) to defray up to 90% of out-of-pocket expenses, capped at \$10,000.

wsg Workforce Singapore

Enquiry



Academic Upgrading

BE firms may refer to a list of [Built Environment / Built Environment-related tertiary courses](#) offered by local institutions.

Enquiry



Programmes & Resources to Recruit Talent

School Leavers

Participate as a [SkillsFuture Work-Study Programme \(WSP\)](#) host organisation to offer employment combined with structured training to recruit fresh tertiary graduates*.

The WSPs are offered by the Institutes of Higher Learning as well as private training providers and are designed in collaboration with industry to ensure relevance to employers.

Benefits :

- Develop collaborations with IHLs and training partners who can play the role of business partners that provide skills advisory.
- Receive a grant of up to \$15,000 per trainee placed to defray the costs of the structured on-job-training.

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Young Talent

Attract high-potential candidates who are Singapore citizens through sponsorships of BE undergraduate studies through the [MOE Singapore Industry Scholarship \(SgIS\)](#).

The SgIS aims to nurture a Singaporean core of industry leaders to steer the development of the country's key strategic industries, of which the BE sector is part of.

Benefits :

Enhance the organisation's succession planning efforts with a talent pipeline that are equipped with both industry-relevant experiences and leadership potential.



Enquiry

Mid-career Switchers

Tap on the [Career Conversion Programmes \(CCP\)](#) to adapt mid-career switchers from other industries to take on BE job roles:

- ❑ [Built Environment \(BE\) Professionals](#)

Benefits :

- Industry-recognised training.
- Salary support of up to 90% for mid-career workers.

Lead Agencies



Programme Partners



BE Pro Enquiry

Mid-career Switchers

Participate as a host organisation to hire experienced mature individuals (aged 40 and above) on an initial 4 to 6 months attachment via the [SGUnited Mid-Career Pathways Programme \(SGUP\)](#). Employers are then able to convert good trainees to permanent hires after assessing for satisfactory performance.

Benefits :

Funding of up to 70% of training allowance, based on a monthly salary range of \$1,800 to \$3,800 for the duration of attachment.



Enquiry

General Job Seekers

Employers who are unsure about job fit may leverage short-term [Career Trials](#) to assess suitability of candidates before hiring, without obligation to hire. It is targeted at full-time jobs paying at least \$1,500/month and part-time jobs paying at least \$750/month.

Benefits :

- Training allowance support of \$7.50 to \$15.00 per hour.
- \$500 for 3 months retention; \$1,000 for 6 months retention.



WSG Enquiry



e2i Enquiry



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Programmes & Resources to Upskill & Reskill Workforce

Leadership Development

Develop young talent via the [Built Environment Young Leaders Programme \(YLP\)](#) which is designed for BE firms to partner with BCA to prepare the next generation of professionals to lead their company to meet future challenges. The YLP is part of the [BuildSGLEAD \(Leadership Engagement and Development\) Framework](#) which seeks to enhance the transformative capacity of the BE sector by creating a core group of successful leaders.

Benefits : The YLP encompasses site visits, team building activities, networking sessions, focus group discussions, etc. as part of its holistic development approach.

Enquiry

Building and Construction Authority

Employee Upskilling & Reskilling

Leverage the [Career Conversion Programmes \(CCP\)](#) to upskill and reskill mid-career employees to take on BE job roles :

[Built Environment \(BE\) Professionals](#)

Benefits :

- Industry-recognised training
- Salary support of up to 90% for mid-career workers

BE Pro
Enquiry

Lead
Agencies


Programme Partners


Train-and-Place Approach

Tap on the [Skills Future Career Transition Programme \(SCTP\)](#) to enable mid-career employees to transit to new BE roles by updating and refreshing their skills set. The SCTP is offered in the form of modular training courses ranging from 3 to 12 months on a part or full-time basis.

Benefits : Subsidy of up to 70% of course fees and an enhanced subsidy of up to 90% of course fees for Singapore Citizens aged 40 years old and above using the [SkillsFuture Mid-Career Enhanced Subsidy](#)

Enquiry

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Programmes & Resources to Develop Learning Culture



Workplace Learning

Develop in-house capabilities to train employees through the practice of [Workplace Learning](#) offered by the National Centre of Excellence for Workplace Learning (NACE). This involves building up an internal pool of skilled trainers who can help to evaluate learning opportunities and implement training systems and processes that are customised to the organisation's needs.

Benefits : Companies may participate in immersion programmes and learning journeys to gain insights and good practices on workplace implementation from best-in-class local and overseas companies.



[Enquiry](#)



Capability Transfer

Enable knowledge transfer from foreign specialists to locals via the [Capability Transfer Programme \(CTP\)](#). BE firms may submit project proposals with training plan to develop capabilities that are not found locally.

Benefits :

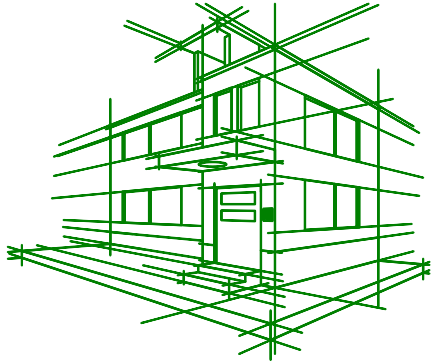
- Salary support for foreign and local specialist to cover training costs,
- Attachment-related costs such as airfare and living allowances; and/or
- Training venue costs; and/or
- Equipment costs.

[Enquiry](#)



Programmes & Resources to Reward Performance in Learning

SkillsFuture Employer Award



Gain recognition as an outstanding employer that emphasises employees' skills development through the [SkillsFuture Employer Award](#).

The award is open to all Singapore registered entities, including small and medium enterprises (SMEs). Past recipients are encouraged to reapply as an affirmation of continuous commitment towards creating a culture of workplace learning.

Benefits :

Strengthen the company's Employee Value Proposition as a leading employer of choice that champions lifelong learning

[Enquiry](#)



SkillsFuture Fellowship



Recognise inspirational employees who exemplify lifelong learning through the [SkillsFuture Fellowship](#).

Benefits :

- National recognition conferred by the Singapore President
- Inspire others through sharing opportunities
- Monetary prize of \$10,000 can be used to defray out-of-pocket training expenses

[Enquiry](#)

SKILLSfuture SG

List of BE-related Courses for Internship, Work-Study Diploma & Educational Sponsorship Purposes

IHLs	Course Name (Uni Level)
NUS	Bachelor of Arts (Architecture) / Master of Architecture
	Bachelor of Science (Real Estate)
	Bachelor of Engineering (Civil Engineering)
	Bachelor of Landscape Architecture / Master of Landscape Architecture
	Bachelor of Engineering (Infrastructure and Project Management) Formerly known as Bachelor of Science (Project and Facilities Management)
	Bachelor of Engineering (Electrical Engineering)
	Bachelor of Engineering (Mechanical Engineering)
	Bachelor of Engineering (Environmental Engineering)
	Bachelor of Engineering (Civil Engineering)
	Bachelor of Engineering (Electrical & Electronic Engineering)
NTU	Bachelor of Engineering (Mechanical Engineering)
	Bachelor of Engineering (Environmental Engineering)
	Bachelor of Science (Architecture and Sustainable Design) / Master of Architecture
	Bachelor of Engineering with Honours in Civil Engineering
SIT	Bachelor of Engineering with Honours in Sustainable Built Environment Formerly known as Bachelor of Engineering [Sustainable Infrastructure Engineering (Building Services)]

IHLs	Course Name (Poly Level)
NP	Diploma in Hotel & Leisure Facilities Management
	Diploma in Real Estate Business
	Diploma in Electrical Engineering
	Diploma in Environmental & Water Technology
	Diploma in Mechanical Engineering
	Diploma in Design (Architecture Specialisation)
	Work-Study Post Diploma (Specialist Diploma in Sustainable Facilities Management (FM Engineering))
	Work-Study Post Diploma (Specialist Diploma in Sustainable Facilities Management)
	Diploma in Architecture
	Specialist Diploma in Smart Project and Facilities Management
NYP	Diploma in Sustainable Built Environment
	Diploma in Engineering Systems & Management
RP	Diploma in Electrical & Electronic Engineering
	Diploma in Architecture
	Diploma in Civil Engineering
	Diploma in Facilities Management
SP	Diploma in Integrated Events & Project Management
	Diploma in Landscape Architecture
	Diploma in Electrical & Electronic Engineering
	Diploma in Mechanical Engineering
	Work-Study Post Diploma (Specialist Diploma in Building Information Modelling Management)
	Work-Study Post Diploma (Advanced Diploma in Power Engineering)
TP	Diploma in Architectural Technology & Building Services
	Diploma in Integrated Facility Management
	Work-Study Post Diploma (Specialist Diploma in Sustainable Built Environment)

IHLs	Course Name (ITE Level)
ITE	Nitec in Architectural Technology
	Nitec in Built Environment (Mechanical & Electrical Services)
	Nitec in Built Environment (Vertical Transportation)
	Nitec in Electrical Technology (Power & Control)
	Nitec in Interior and Exhibition Design
	Nitec in Mechanical Technology
	Higher Nitec in Architectural Technology
	Higher Nitec in Civil & Structural Engineering Design
	Higher Nitec in Facility Management
	Higher Nitec in Electrical Engineering
	Higher Nitec in Integrated Mechanical & Electrical Design
	Higher Nitec in Mechanical Engineering
	Work-Study Diploma in Architectural Building Information Modelling (BIM) & Design
	Work-Study Diploma in Facilities Management
	Work-Study Diploma in Built Environment (Mechanical & Electrical Services Supervision)
	Work-Study Diploma in Vertical Transportation

IHLs / Training Providers	Course Name
BCAA	Integrated Work Study Diploma (IWSD) in Digital and Sustainable Architecture
	Integrated Work Study Diploma (IWSD) in Construction Engineering (Digital)
	Integrated Work Study Diploma (IWSD) in Digital and Smart Facilities Management
TP & BCAA	Work-Study Post Diploma (Specialist Diploma in Building Information Modeling Construction & Asset Management)
TP & SIT	Work-Study Post Diploma (Specialist Diploma in Sustainable Energy Management)

Click on the Institution's Logo for Enquiries



BCA ACADEMY



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Firms interested in providing internship opportunities may contact the institutions directly

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