

GMS WSQ: Apply Project Management Skills (MF-COM-402C-1)

*Participants will be awarded the **Statement of Attainment** upon successful completion of the course.*

Course Objective

On completion of this course, learners will acquire the knowledge and skills to achieve successful completion of specific project goals and objectives by a specific time, within budget and according to specifications. It involves managing the phases of project life cycle that includes initiating, planning, execution, controlling and monitoring, and closing.

Target Audience

New and experience professionals, managers and executive (PMEs).

Course Outline

- Define the scope of the project to be undertaken in consultation with stakeholders to meet the organisational needs or objectives.
- Conducting feasibility analysis of undertaking the project and present to stakeholders for decision making in accordance with organisational procedures.
- Developing the project plan and provide estimates of the necessary human resources, time and cost using appropriate project management tools.
- Executing the project implementation activities and control the resources to achieve the desired project goals or deliverables.
- Reviewing the milestones of the project and resolve any unmet goals or gaps when needed to meet the scope of the project defined.
- Concluding the project in consultant with stakeholders and with complete project documentation in accordance with organisational procedures.

Methodology

This workshop involves mini-lecture, group discussion/activity, case study etc.

Please refer to SNEF website for available dates

Duration : Day 1 & Day 2 (9am to 5pm)
Day 3 & 4 (9 am to 6pm) (30 hours)

Assessment : On a separate day (2 hours)

Course Venue : SNEF Corporate Learning Centre @ Tanglin

Register online at SNEF website www.snef.org.sg

Click on 'Training' and Course Category '**Generic Manufacturing Skills – (GMS) WSQ**'

- ❖ 50% Course Fee Subsidy, cap \$15/hr
- ❖ 90% Course Fee Subsidy, cap \$50/hr for SMEs/Singapore Citizens aged \geq 40 years
- ❖ 95% WTS funding
- * **Absentee payroll is applicable**

	SCs/ PRs	SMEs/ SCs \geq 40 yrs	WTS
Full fee (include 7% GST)	\$642.00		
Training grant	\$300.00	\$540.00	\$570.00
Amount payable after training grant (inclusive 7% GST)	\$342.00	\$102.00	\$72.00

For SMEs, enhanced absentee payroll funding available at 80% of hourly basic salary capped at \$7.50/hr

**SMEs are defined as companies with :*

(i) at least 30% local shareholding; AND

(ii) Group annual sales turnover of not more than \$100 million OR Group employment size of not more than 200 employees.

Workfare Training Support (WTS) Scheme:

Singapore citizens aged \geq 35 years & earning \leq \$2,000/ month are eligible for 95% course fee subsidy. Companies can also apply for absentee payroll at 95% of hourly basic salary.

Funding Eligibility

In order to enjoy the funding, participants need to fulfill the following requirements:

1. Singapore Citizens or Permanent Residents (PR) of Singapore
2. Attain at least 75% course attendance
3. Successfully complete assessment and certified as competent
4. Has not enjoyed funding for the same course before

*For company-sponsored participants, training must be fully sponsored by companies, which are registered or incorporated in Singapore

Companies are to submit application via **www.skillsconnect.gov.sg** to enjoy the funding

Enquiries:

Veena DID: 6827 6973 / Training hotline: 6827 6927

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