

GMS WSQ: Use Hand Tools (MF-PEC-101E-1)

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

Course Objective

This course is developed to enable an individual to acquire the skills and knowledge in using hand tools at the workplace. It is a systematic approach that workers can use to make incremental and breakthrough improvements in processes that produce products and services for customers.

Target Audience

This course is suitable for administrative/operational level workers such as machine operators, production floor operators, planners, craftsman and technicians.

Prerequisites

- Able to read, speak and write basic English or
- ESS WPLN Level 5

Course Outline

This course will be covered on the following factors:

- Prepare for work activities
- Use hand tools to produce work to specifications
- Correctly handle faulty and/ or unsafe hand tools
- Perform routine maintenance checks on hand tools

Methodology

The course consists of lectures, group discussions with case studies, hands-on activities, demonstrations, Q&A and assessment.

- ❖ **80% Course Fee Subsidy, capped at \$17/hr (SC aged ≤ 39/SPR)**
- ❖ **90% Course Fee Subsidy, capped at \$25/hr (SC aged ≥ 40/ SMEs)**
- ❖ **Absentee Payroll 80% of hourly basic salary, capped at \$7.50/hr. Eligibility period: 1 Jan – 30 Jun 2021**

SME	NON-SME	SELF-SPONSORED	Full Course Fee	Training Grant	Amount Payable
- All SC & SPR	- SC aged ≥ 40	→	\$406.60	-\$365.94	= \$40.66
- All SC & SPR	- SC aged ≤ 39	→	\$406.60	-\$293.25	= \$113.35

SC : Singapore Citizen
 SPR: Singapore Permanent Resident
 : Not Applicable
 All prices stated are inclusive of 7% GST.

**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.*

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 & certified as competent
4. Has not enjoyed funding for the same course before
5. For company-sponsored participants, training is fully sponsored by companies, which are registered or incorporated in Singapore

Please refer to SNEF website for available dates

Duration : 2 days, 9am to 6pm (16 hours)
 Assessment : On a separate day (1.25 hour)

Only available as group training – please call our hotline for more information

Enquiries:

Veena DID: 6827 6973 / Training hotline: 6827 6927

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