List of Competencies for On-the-Job Training (OJT)
Work-Study Diploma in Integrated Supply Chain Management (Logistics)

S/N	List of Competencies (Standard)	Company to indicate '✓' for OJT competencies it can provide
1	Manage operating budget & expenses	
2	Maintain housekeeping standards in compliance with WSH Act	
3	Manage movement of goods and activities according to warehouse layout and environment	
4	Perform data analytics to measure and monitor performance	
5	Perform capacity planning	
6	Perform demand management	
7	Manage inventory optimisation	
8	Manage continuous improvement processes	
9	Manage cold chain products	
10	Review cold chain logistics technology for improvement	
11	Perform shipment administration tasks	
12	Perform freight management	
13	Manage distribution & last mile delivery	
14	Optimise freight operation using technology	
15	Develop procurement plan	
16	Manage supply selection process	
17	Manage procurement activities	
18	Utilise procurement systems capabilities	
19	Review current work process efficiency and effectiveness	
20	Research logistics solutions in supply chain management	
21	Recommend process improvement using logistics technology	
22	Perform business process improvement	
23	Perform sustainability practices for continuous improvement	
24	Maintain regulatory compliance and standards	
25	Deploy assessment tools to benchmark initiative performance	
26	Build effective team relationship	

S/N	List of Competencies (Standard)	Company to indicate '✓' for OJT competencies it can provide
27	Manage departmental resources	
28	Manage team performance	
	Sub-total of Competencies (Standard)	
List of Competencies (Company-specific)		
1		
2		
3		
4		
5		
6		
7		
	Sub-total of Competencies (Company-specific)	

Note:

a) Company must be able to provide OJT for at least **75%** of the List of Competencies (Standard).

b) If company is unable to meet the 75%, please propose alternate **course-related** competencies which are unique to company operations. Alternate competencies are capped at 25%.
[i.e. 50% of the list of competencies (standard) + 25% alternate competencies (Company-specific)].

c) All alternate competencies (Company-specific) must be reviewed and endorsed by ITE.

d) Trainees must receive OJT and be assessed for **All** competencies selected in this List.

Total no. of competencies selected by company for OJT	
Total no. of competencies listed *(standard & company specific)*	
Percentage of selected competencies	

MODULE SYNOPSIS – WSDip in Integrated Supply Chain Management (Logistics)

Course Objective
This course equips trainees with the skills, knowledge and professional attributes to manage warehousing, transportation and distribution, procurement, leverage on data analytics and technology to provide green and sustainable logistical solutions, and execute process optimisation at the workplace.

Modules Synopsis

Warehouse Management in Supply Chain

On completion of this module, trainees should have been equipped with basic understanding of aviation legislation and should also be able to inspect, identify and rectify defective safety equipment, pas well as conduct functional tests to ensure the serviceability of safety equipment.

Inventory Management

On completion of the module, trainees should be able to apply inventory management concepts used by organisations to achieve inventory cost optimisation and continuous improvement processes.

Freight & Distribution Management

On completion of the module, trainees should be equipped with the knowledge to manage, plan and schedule shipments in both the traditional and urban environments. Trainees should also be able to deploy technologies in transport and distribution to optimise operations.

Cold Chain Logistics

On completion of the module, trainees should be able to research and apply cold chain logistics technology. Trainees should also be able to manage cold chain logistics for food and beverage, medical/ pharmaceutical goods and sensitive items.

Procurement & Supply Management

On completion of the module, trainees should be equipped with knowledge and practices in procurement and supply management. Trainees should also be able to conduct risk assessments in purchasing processes and manage supplier relationships.

Smart Supply Chain & Innovation

On completion of the module, trainees should be able to cite technological applications in supply chain and recognise the impact of technology on supply chain management. Trainees should also be able to provide recommendations to improve the logistical processes through innovation and applications of technologies.

Sustainability in Supply Chain Management

On completion of the module, trainees should be equipped with the fundamental concepts of sustainable supply chain to manage and promote green initiatives and programmes at the workplace. Trainees should also be able to organise and execute various activities to measure, control, improve and deploy assessment tools to benchmark organisational sustainable supply chain performance.

Leadership & Team Management

MODULE SYNOPSIS – WSDip in Integrated Supply Chain Management (Logistics)

On completion of the module, trainees should be equipped with manpower planning know-how, facilitate the development of operational policy planning, lead and review team performance and group dynamics.

Company Project

On completion of the module, trainees should have applied their acquired competencies in an authentic project that would value-add to the company.

TRAINING PATTERN SCHEDULE

WSDip in Integrated Supply Chain Management (Logistics)

Day Release - Trainees attend 1 to 2 days of lessons per week at ITE, with the remaining work-week spent at the workplace for On-the-Job Training.

April'26 Intake	April – June 2026		July – September 2026		October – December 2026		January – March 2027	
1st Year Off-JT @ ITE	**1 day/week (Thursday)**	ITE Vacation (June) 4 weeks	**1 day/week (Thursday)**	ITE Vacation (Sept) 2 weeks	**1 day/week (Thursday)**	ITE Vacation (Dec) 4 weeks	**1 day/week (Thursday)**	ITE Vacation (March) 2 weeks

April'26 Intake	April – June 2027		July – September 2027		October – December 2027		October – December 2028	
2nd Year Off-JT @ ITE	**1 day/week (Thursday)**	ITE Vacation (June) 4 weeks	**1 day/week (Thursday)**	ITE Vacation (Sept) 2 weeks	**1 day/week (Thursday)**	ITE Vacation (Dec) 4 weeks	**1 day/week (Thursday)**	ITE Vacation (March) 2 weeks

April'26 Intake	April – June 2028		July – September 2028		
3rd Year Off-JT @ ITE	**1 day/week (Thursday)**	ITE Vacation (June) 4 weeks	**1 day/week (Thursday)**	ITE Vacation (Sept) 2 weeks	**WSDip Programme 2026** **Start: 1 April 2026** **End: 30 September 2028** **Duration: 2.5 years** ⚠️ **Final results release may be later than programme end date**