



OTCi – SUSS Diploma in Employment Development (Formerly known as the Diploma in Employment Relations – DER)

Duration: 10 modules (276 hours)

Curriculum: The curriculum will be divided into 3 themes:

- Economy, Industry & Jobs
- Employment & Employability
- Employment Relations

Course Outline:

A. Economy, Industry & Jobs

1. Leading in an Age of Disruption*

- Age of Disruption
- Building an organisational culture
- Driving Innovation in Organisation
- Systems Thinking and Learning Organisation
- Agile Methodology
- Ethics in communication

2. Industry, Jobs & Skills Transformation*

- Industry 4.0
- Technology Disruptions and Impact on Work
- The Future of Work
- Future Skills and Transforming the Workforce

3. Data Management in a Digitalised Workplace*

- Essential skills to operate in a digitalized workplace
- Fundamentals of data mining and analytics
- Use of Big Data for Decision Making
- Protection of Data

B. Employment & Employability

4. Labour Economics & Policy

- Labour Markets & Supply
- Labour Supply & Impact of Terms of Employment
- Impact of Government Policies on Labour Supply
- Labour Demand & Market Equilibrium Under Different Conditions
- Effect of Immigration, Discrimination and Incentives in Labour Markets

5. Human Resource Development for Future Readiness

- Strategic Human Resource Development to Address Both Present & Future Performance Needs
- Identification of Current Gaps and Future Skills vis-à-vis Business Requirements
- Designing and Executing Programmes & Interventions
- Measuring of Effectiveness and Applications

6. Productivity in a Digitalised Workplace*

- Productivity Concepts & Principles
- Applications in a Digitalised Workplace
- Turning Technology Disruptions into Productivity Enablers
- Key Determining Factors for Higher Productivity

C. Employment Relations

7. Industrial Relations Practice & Tripartism in a Changing Workplace

- Industrial Relations in Singapore – Origins, Principles and Milestones
- Fundamentals of Tripartism – Unique competitive advantage for Singapore
- Roles of Government, Employers and Unions in Tripartism
- Conduct of Industrial Relations from Protection (Reactive) to Progression (Proactive)
- Tripartism in the New Economy
- Legislations Governing the Conduct of Industrial Relations

8. Employment Laws & Applications

- Legislations governing employment in Singapore
- Disputes Resolution and the Industrial Arbitration Court
- Rights of Workers and Industrial Actions

9. Change Management for Industry Transformation

- Resistance and Psyche of Organisation and Individuals Towards Change
- Role of Leader and Strategies & Tactics
- Helping Individuals Cope with Changes through Managing Transitions
- Sustaining Change

10. Performance Management (Blended Learning)*

- Performance Management as a Developmental Process
- Performance Management Framework & Process
- Identifying and Measuring performance
- Conducting Performance appraisal