



MINISTRY OF HUMAN RESOURCES

HRD CORP
HUMAN RESOURCE DEVELOPMENT CORPORATION



IndSF | INDUSTRIAL SKILLS
FRAMEWORK

INDUSTRIAL SKILLS FRAMEWORK (IndSF)

CONSTRUCTION First Edition

IN COLLABORATION WITH:



The Institution of Engineers, Malaysia

CIDB
MALAYSIA



MBAM

Published by

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HUMAN RESOURCE DEVELOPMENT CORPORATION (HRD CORP)

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PREFACE

The construction industry remains a vital pillar of Malaysia's economic development, contributing significantly to the nation's GDP and employment. In 2023, the sector accounted for approximately 4.8% of Malaysia's GDP, a steady increase as the industry rebounds post-pandemic and responds to strong domestic demand. The government's focus on infrastructure, including projects such as the East Coast Rail Link (ECRL) and MRT Line 3, alongside residential and commercial development, continues to drive growth. The value of ongoing and upcoming construction projects is estimated to exceed RM 200 billion, underpinning Malaysia's ambition to strengthen its position as a regional infrastructure hub.



In recent years, the construction sector has embraced technological innovation and sustainable practices. The adoption of Building Information Modelling (BIM), automation, and green building certifications has enhanced project efficiency, reduced costs, and supported the country's sustainability goals. Moreover, infrastructure projects related to transportation, energy, and smart cities are expected to transform the urban landscape, contributing to long-term economic growth.

Workforce development is a key area of focus for the industry. In 2023, the Construction Industry Development Board (CIDB) launched the Skilled Workforce Development Program, which aims to train over 20,000 construction professionals by 2025. This initiative addresses the demand for skilled labour and ensures that the local workforce is equipped to handle evolving technologies and construction methods.

Facilitated by HRD Corp in collaboration with CIDB Malaysia (Construction Industry Development Board), MBAM (Master Builders Association Malaysia), and IEM (The Institution of Engineers, Malaysia), an industry-wide initiative was launched to identify and address critical workforce and development challenges. Through a series of workshops, a combination of physical and virtual sessions were conducted, engaging subject matter experts (SMEs) to provide insights and develop strategies to overcome key obstacles in the sector.

As the industry progresses into 2024, the continued collaboration between government bodies, industry associations, and private sector players is essential. The ongoing efforts to incorporate technological advancements, enhance workforce skills, and promote sustainable practices are helping to position Malaysia as a leader in the construction industry. With these developments, the sector is poised for continued growth, contributing significantly to the nation's infrastructure, economy, and social progress.

ACKNOWLEDGEMENT

The successful development of the **Industrial Skills Framework (IndSF)** Construction was made possible through the collective efforts and unwavering support of various stakeholders. We extend our gratitude to all who contributed to this initiative. We sincerely thank the STC Construction members and subject matter experts for their dedication and commitment. Your valuable insights and specialized expertise have been critical in shaping this framework to address the unique challenges and opportunities within the construction sector.

- We are especially privileged to have collaborated with our officially appointed partners:

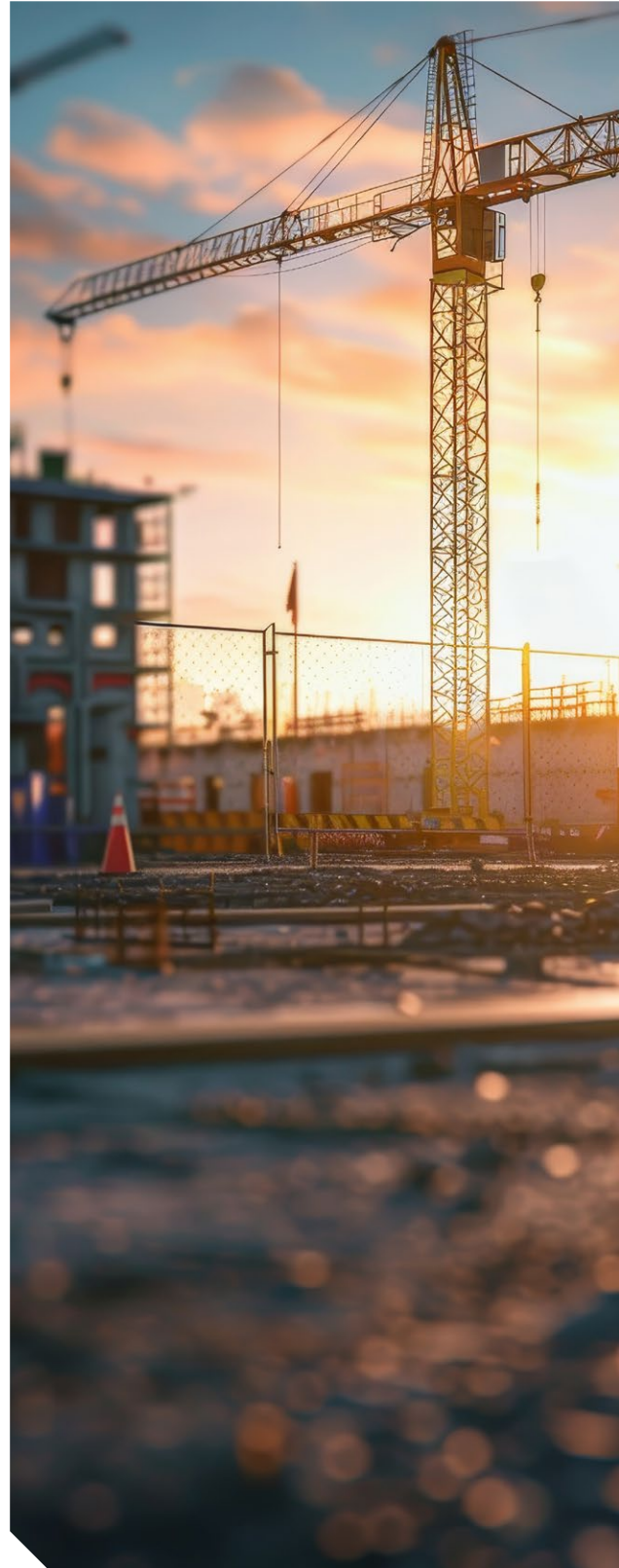
- **Construction Industry Development Board (CIDB)**
- **The Institution of Engineers, Malaysia (IEM)**
- **The Master Builders Association Malaysia (MBAM)**

Their leadership, guidance, and industry perspectives have significantly strengthened the framework, ensuring alignment with national development priorities and sectoral goals.

We wish to express our heartfelt appreciation to the subject matter experts and representatives from:

- **Master Builders Association Malaysia**
- **Construction Industry Development Board (CIDB)**
- **Syarikat Pembinaan Yeoh Tiong Lay Sdn Bhd**
- **LFE Engineering Sdn Bhd**
- **Medivest Engineering Sdn. Bhd.**
- **WCT Construction Sdn Bhd**
- **Crest Builder Sdn Bhd**

Your active participation, in-depth knowledge, and valuable contributions have enriched the framework, ensuring its relevance and practicality for industry stakeholders. Lastly, we acknowledge the hard work and dedication of the coordination team. Your tireless efforts and attention to detail have been instrumental in the successful completion of this framework. Together, we have created a resource that reflects the aspirations of Malaysia's construction sector and supports its continued growth.



FOREWORD



DATUK WIRA SHAHUL DAWOOD
Chief Executive
HRD Corp | Human
Resources Development
Corporation

2024 marks five years since the introduction of the Industrial Skills Framework (IndSF) by HRD Corp, an initiative aimed at developing key documents that will help individuals, businesses, and industry players bridge skills gaps in their respective fields. Thus, now is a great time to reflect on how far we have come, how many partners and collaborators we have worked with and how much impact the IndSF documents have made across numerous industries.

Since 2019, we have published 15 IndSF documents which are all available for free download on our portal. These documents are a testament to the strong support and continuous commitment from our industry collaborators, facilitated through Sectorial Training Committees (STCs), to empower the Malaysian workforce.

In 2024, we are placing greater emphasis on advanced technical competencies and certification programmes in our upcoming IndSF documents. This is to ensure that the workforce remains competitive in an everchanging global landscape. To achieve this, HRD Corp will continue to work closely with industry players to identify skill gaps and training programmes that will address these needs. This is especially crucial as industries increasingly embrace talent requirements in emerging sectors such as digital and green skills.

I would like to take this opportunity to extend my heartfelt appreciation to all industry collaborators and subject matter experts who have been instrumental in developing and enhancing the IndSF documents. We are also looking forward to publishing three (3) additional IndSF documents by the end of 2024, further expanding coverage to include more industries in Malaysia.

My sincere gratitude also goes to our collaborators and stakeholders for their unwavering support in realising this initiative. It has been a privilege to work with you as we address the nation's skills gap and empower talents and industry players with the right skills, knowledge and information to shape the needed workforce for their sectors, today and tomorrow.

As we move forward, HRD Corp remains committed to shaping and empowering local talent. We look forward to creating more IndSF documents for a wider range of industries while continuing to play a pivotal role in transforming Malaysia's human capital development landscape.

Together, let us make 2025 another remarkable year for workforce development in Malaysia.



ZAINORA ZAINAL
Chief Executive
CIDB | Construction Industry
Development Board

It is my pleasure to present the Industrial Skills Framework (IndSF) for the Construction Sector – 1st Edition (2024). This first edition marks a key milestone to strengthen workforce development and address the evolving needs of the construction industry.

This first edition focuses on three critical areas:

1. Project Management (Contractor)
2. Facility Management
3. Healthcare Facilities Management

The IndSF complements the existing **CIDB's Construction Skills Qualification Framework (CSQF)**, providing a specialised focus on addressing skills gaps and competencies within the construction sector. It is important to emphasize that this document is not intended to replace the CIDB **CSQF** but to enhance it by serving as a detailed guide for workforce development. Together, these frameworks provide a cohesive approach to equipping talent with the skills required to meet the sector's current and future demands.

Addressing skills gaps and competencies is critical to the sustained growth and competitiveness of the construction industry. The IndSF offers a clear roadmap for employers, training providers, and employees alike, ensuring that workforce development efforts align with industry requirements. This framework benefits all stakeholders, fostering a more capable and future-ready workforce while driving innovation and productivity in the sector.

I extend my heartfelt thanks to MBAM and IEM for their invaluable contributions in developing this framework. Your collaboration has been instrumental in making this document truly reflective of industry needs. I also wish to express my gratitude to HRDCorp for their unwavering support and dedication to enhancing workforce development initiatives.

This framework represents the collective commitment of our industry to nurture and empower our most valuable asset—our talents. Moving forward, I encourage all stakeholders to actively participate in this initiative by providing feedback and insights to ensure that the IndSF continues to grow and evolve. Together, we can address the industry's skills gaps and prepare for future challenges.

Thank you to all who contributed to this effort. Let this be the foundation for greater achievements in workforce development for the construction sector.

FOREWORD



OLIVER HC WEE
President
MBAM | Master Builders
Association Malaysia

On behalf of the Master Builders Association Malaysia (MBAM), we would like to express our enthusiasm in being part of an important initiative such as the Industrial Skills Framework (IndSF) development project for the construction industry.

Malaysia's construction sector drives the country's economy, contributing significantly to its GDP and employment. However, the construction sector is currently in need for more skilled professionals especially with an aging workforce. There is also a need to address the increase in mismatch of skills between the skills the market requires and the skills our workforce possesses. As such, the construction community plays an important role in ensuring that the skills being taught are in line with current industry standards and practices.

Parallel to this, the IndSF aims to address emerging industry needs by providing a comprehensive framework that identifies critical skills and training programmes for the construction workforce. The document aims to assist individuals to make informed decisions on skills development, support employers to recognise skills and invest on employees' trainings, and training providers to design programmes tailored to the industry's demand.

Additionally, it is important to identify the demandable courses required by the industry especially ones with up to date syllabus as well as trainers equipped with the right knowledge and method of teaching.

Thus, it is hoped that through the development of the IndSF Document for the construction sector, we will see the industry benefit from better competitive advantages, improved project performances, and risk reduction through digital advancement which is integral to Malaysia's overall progress and development.

MBAM is optimistic that together with HRD Corp and other stakeholders, we would be able to make a difference for the construction sector in Malaysia.



**IR. PROF. DR JEFFREY CHIANG
CHOONG LUIN**
President
IEM | The Institution of
Engineers, Malaysia

I would like to take this opportunity to thank the Human Resources Development Corporation (HRD Corp) for initiating the partnership collaboration with The Institution of Engineers, Malaysia (IEM) for the development of HRD Corp Industrial Skills Framework (IndSF) for the construction industry.

IEM being a learned professional society for engineers and one of the largest institutions comprising of over 40,000 members in the various engineering disciplines across the board is undeniably able to provide technical know-how and soft skills training programmes for the construction industry. I must say that where the construction industry is concerned, its growth depends on skilled workers who are able to meet the demands of new and advanced technologies, sustainability and safety.

In this regard, IEM boasts a diverse pool of members who are experts in their respective engineering disciplines. These members bring specialised knowledge in areas such as construction design, planning, techniques, and compliance with health, safety, and environmental standards. In addition to their technical expertise, our members are also equipped to provide training in key soft skills, including communication, problem-solving, and critical thinking. With this comprehensive framework, IEM aims to foster a skilled and adaptable workforce capable of meeting the future challenges of the construction industry.

In conclusion, I am confident that this collaboration will elevate both organisations to greater heights, enabling us to better serve the construction industry and contribute to the nation's growth and development.

INDUSTRIAL SKILLS FRAMEWORK (IndSF) TASKFORCE



➔ **CHIEF STRATEGY OFFICER
(COVERING CHIEF EXECUTIVE)**
Dr. Rony Ambrose Gobilee



➔ **HEAD OF INDUSTRY INSIGHTS
DEPARTMENT**
Dr. Kalai Vani A/P Maniam



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Jeremiah Fernandez
Aiman Nabil bin Noressam
Thilagaa A/P Rajanthren
Norfatiha Sahira binti Sabrom
Muhammad Hafizh bin Mohd Zahrain
Vasanthaan A/L Ponniah
Suria binti Musa
Mohammad Asyraf bin Mohammad Nazir

GUIDELINES



This document serves as a **GUIDE** for individuals, employers, and training providers on knowledge, experiences, and skills mastery required in the Construction industry



The job matrix serves as a **REFERENCE** for career progression within the industry



The Industrial Skills Framework for Construction industry will **FOCUS ON** Level 4 of the Malaysian Skill Certification (or its equivalent) and above



This document focuses on **JOB DESCRIPTIONS, SKILLS AND TRAINING NEEDED** in the Construction Industry



It is a **COMPLEMENTARY DOCUMENT** to existing references developed by the National Occupational Skills Standard (NOSS) and Construction Skills Qualification Framework (CSQF) Level Descriptor



The Industrial Skills Framework document is **NOT EXHAUSTIVE** and may be **REVIEWED FROM TIME TO TIME** for continuous improvement, parallel with the latest changes within the industry

ABOUT IndSF

Human Resource Development Corporation (HRD Corp) was established in 1993. As an agency under the Ministry of Human Resources, it is responsible for the collection of levy from key industries and the disbursement of training grants to registered employers through its internal mechanisms known as the Human Resources Development Fund (HRDF). Today, it has expanded its role to include training and development programmes for all Malaysian talents and employers, as well as providing income-generating opportunities to all communities in need.

The Industrial Skills Framework (IndSF) was developed by HRD Corp to support the industry in acquiring a skilled workforce that meets the competency level and experience required. The development is supported by the participation of subject matter experts who represent industry associations and employers in the construction industry. This is done based on the underlying principles below:

- 1 ▶ Meet the competency requirements of sectors currently covered under the PSMB Act 2001**
- 2 ▶ Accommodate the needs of in-service workers**
- 3 ▶ Built upon the National Occupational Skills Standard (NOSS)**
- 4 ▶ Focus mainly on Level 4 Malaysian Skill Certification or its equivalent and above**
- 5 ▶ Developed together with the industry and benchmarked against successful framework model(s)**

With IndSF, employees and employers have the opportunity to enhance their skills for career progression. The levy utilisation process also becomes more guided as employers can choose from a list of industry-relevant training programmes that can provide a greater return on investment for their company.

SECTORIAL INFORMATION

BUSINESS OUTLOOK



➔ PROJECT MANAGEMENT

Project management within the construction sector is essential for overseeing projects from initiation through completion, ensuring they are delivered on time, within budget, and to specified quality standards. For contractbased project management, which is common in construction, project managers work with a variety of stakeholders, including contractors, subcontractors, clients, architects, and engineers. This role is especially important in construction, where projects are often complex, large-scale, and involve multiple contracts.



➔ FACILITIES MANAGEMENT

In the construction sector, facilities management (FM) plays a critical role in supporting both the construction process and the ongoing operation of completed buildings. In this context, FM focuses on ensuring the smooth transition from construction to occupancy, as well as optimizing long-term building performance, sustainability, and safety. Facilities management in construction not only enhances the functionality and safety of buildings postcompletion but also contributes to the longterm value and sustainability of built assets



➔ HEALTHCARE FACILITIES MANAGEMENT

Healthcare facilities management (FM) in the construction sector is specialized, focusing on the design, construction, and ongoing operation of healthcare environments such as hospitals, clinics, and long-term care facilities. This sector combines the need for stringent safety, health, and regulatory compliance with the technical challenges of building facilities that support complex healthcare services. Healthcare FM is increasingly data-driven, leveraging digital tools and smart technologies to monitor building performance, predict maintenance needs, and improve energy efficiency

SECTORIAL INFORMATION

BUSINESS OUTLOOK

Malaysia's Construction Industry Overview as of 2023

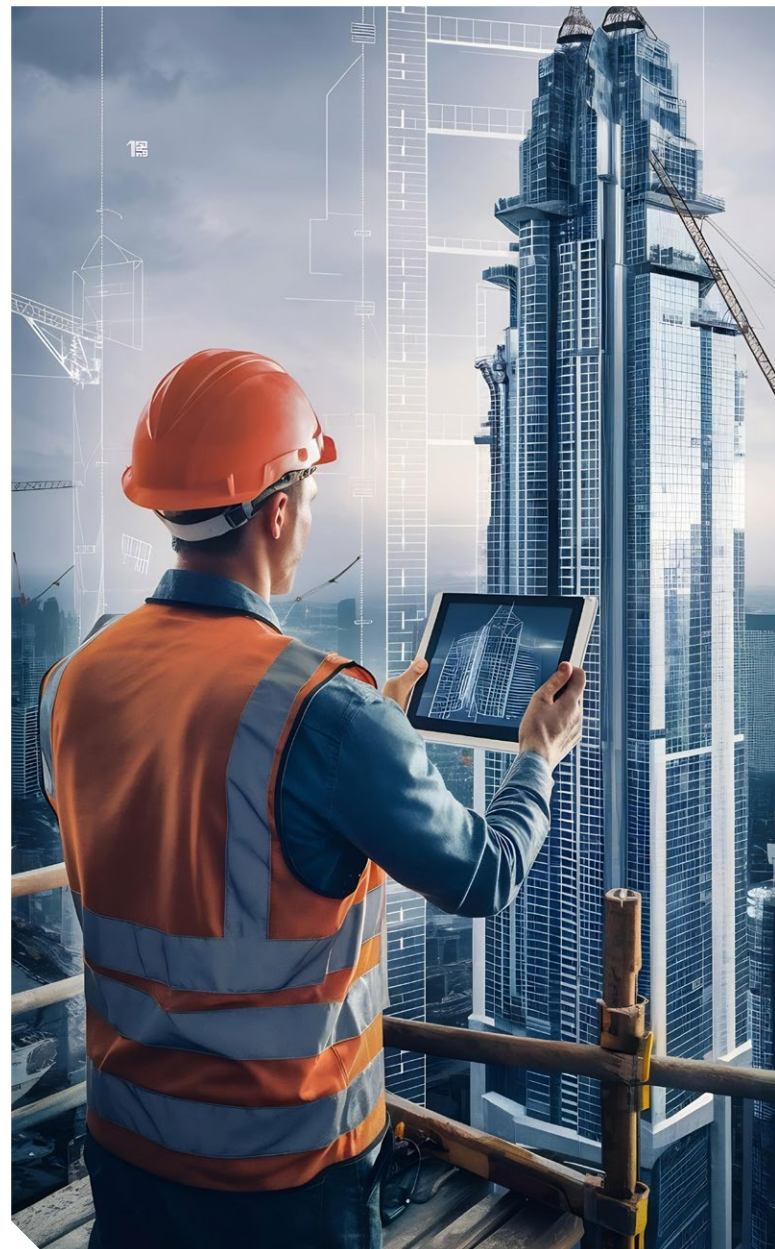
In the second quarter of 2023, Malaysia's construction industry contributed RM36.9 billion or 4.5% to the GDP, representing a 4.6% increase compared to the same period in 2022, according to the Department of Statistics Malaysia (DOSM), growth is primarily driven by government infrastructure projects, urban development, and increased private investments in residential and commercial sectors. Despite such as labor shortages and rising material costs, the industry continues to expand, partly due to ongoing support for major projects under the 12th Malaysia Plan.

The construction employs approximately 9.5% of Malaysia's workforce, with around 1.42 million workers engaged in this industry. Investments in the sector to RM20.5 billion in the first half of 2023, while exports of construction services and materials grew to RM12.7 billion during this period, as reported by Malaysia External Trade Development Corporation (MATRADE). To support the sector's growth, the Malaysia's government has introduced incentives such as tax exemptions, grants for green building initiatives, and partnerships with foreign investors, as detailed by the Construction Industry Development Board Malaysia (CIDB).

Looking forward, the outlook for Malaysian construction industry remains positive. The sector is anticipated to grow steadily, fueled by urbanisation, infrastructure upgrades, and an increased focus on sustainable building practices to meet environmental targets.

Sources

1. Department of Statistics MaSM): <https://1.www.dosm.gov.my/>
2. Ministry of Works Malaysia: General information on infrastructure projects and sectoral growth.
3. 12th Malaysia Plan (RMK-12): [Economic Planning Unit \(EPU\)](#)



**NO.OF REGISTERED EMPLOYERS**

(Cumulative as of June 2024)

8,148**NO.OF REGISTERED EMPLOYEES**

(Cumulative as of June 2024)

230,602**TOTAL LEVY COLLECTION (RM)**
(Jan 2023 – June 2024)**163,445,174.32****TOTAL LEVY CLAIMED (RM)**
(Jan 2023 – June 2024)**63,464,750.04****RATE OF LEVY UTILISATION (%)**
(Jan 2023 – June 2024)**38.8%****FINANCIAL ASSISTANCE APPROVED (RM)**
(Jan 2023 – June 2024)**80,322,879****TRAINING PLACES APPROVED**
(Jan 2023 – June 2024)**98,375****TRAINEES TRAINED**
(Jan 2023 – June 2024)**47,228****Source:** HRD Corp Internal Data (Date)

TOP 5 TRAINED SKILLED AREAS IN CONSTRUCTION INDUSTRY

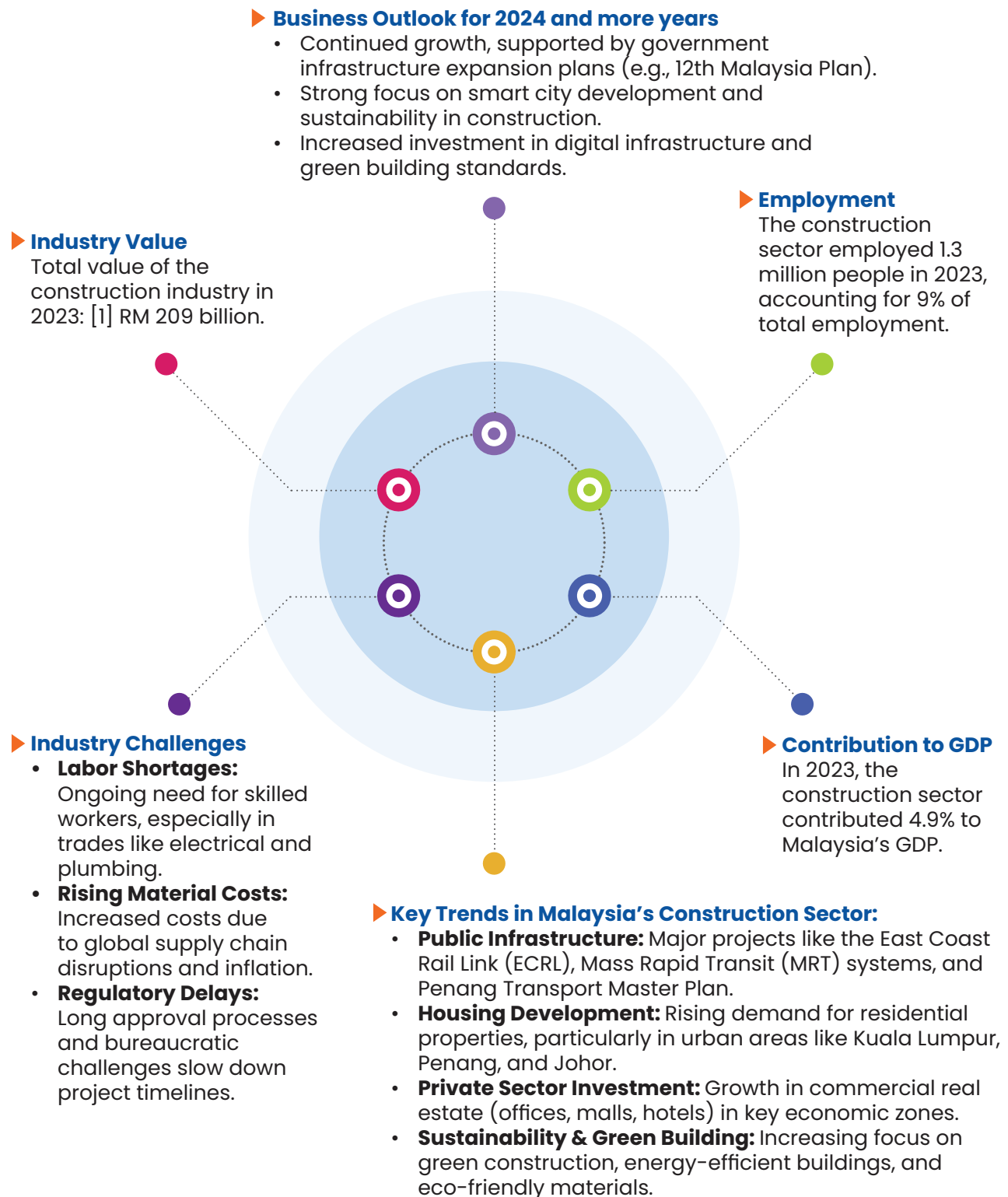
2023	2022	2021
1. Quality And Productivity 2. Manufacturing or Production 3. Engineering 4. Purchasing or Logistics or Supply Chain 5. Accounting or Finance	1. Management and leadership 2. Safety 3. Linguistics 4. Digitalisation 5. Quality	1. Management and Leadership 2. Safety 3. Operation Management 4. Quality 5. Finance and Accounting

Source: HRD Corp Internal Data (November 2024)

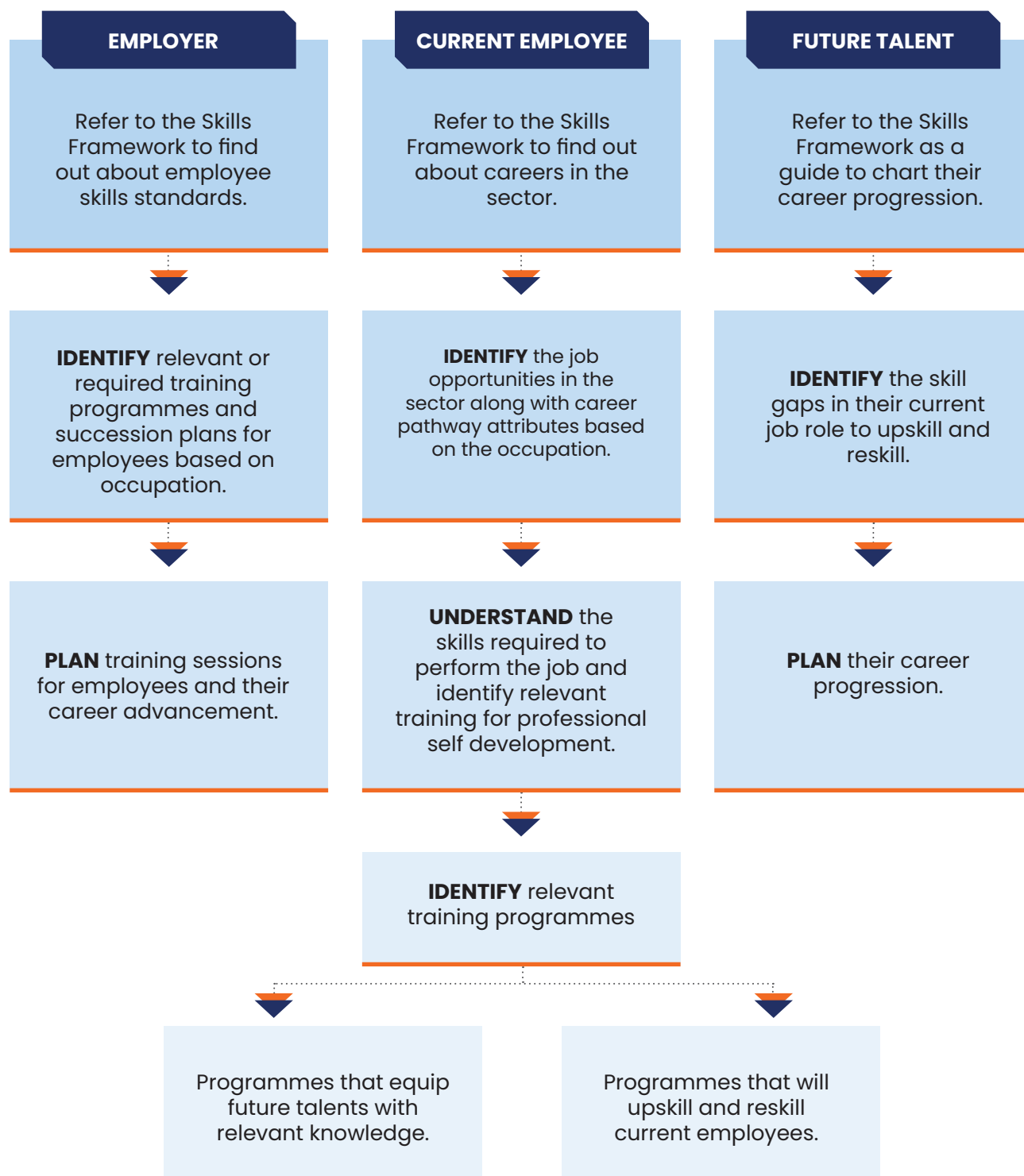
SECTORIAL INFORMATION

BUSINESS OUTLOOK

CONSTRUCTION INDUSTRY OUTLOOK IN MALAYSIA (2024)



MOVING FORWARD



Lifelong learning to fulfill existing and emerging demands of the industry.

REQUIRED COMPETENCY LEVEL (RCL)



LEVEL	INDICATOR	DESCRIPTION
4	EXPERT	Denotes extensive knowledge, refined skills and prolonged experience in performing a defined competency at the highest standards.
3	ADVANCED	Denotes significant conceptual knowledge and practical experience in performing a competency to consistently high standards.
2	INTERMEDIATE	Denotes a solid conceptual understanding and some practical application.
1	BASIC	Denotes an understanding of fundamentals and some initial practical application.
0	NONE	Denotes a lack of competence in a specific area or topic.

CSQF QUALIFICATIONS DESCRIPTORS

6 Construction Competency Skills Certificate Level 6

This qualification carries 66 credits of learning and practical load. This level qualifies individuals who are competent in applying a specialised knowledge in a range of environment to undertake advanced skilled or professional work and across a broad range of technical or management functions and systematically and effectively resolve complicate and unpredictable issues

5 Construction Competency Skills Certificate Level 5

This qualification carries 40 credits of learning and practical load. This level qualifies individuals who are competent in applying an integrated technical and theoretical concept in a broad range of contexts in the construction and/or its respective sectors to undertake advanced skilled or professional work and with initiative and judgement to organise the work of self and others and plan coordinate and evaluate the work of teams within broad but generally specialised parameters

4 Construction Competency Skills Certificate Level 4

Sets at a minimum credit requirement of 90 credits of learning and practical load. This level qualifies individuals who are competent with broad knowledge base with some specialised knowledge and skills of a field of work or learning in the construction industry and/or its respective sectors, and with initiative and judgement to organise the work of self and others and plan, coordinate and evaluate the work of teams within broad but generally well-defined parameters

3 Construction Competency Skills Certificate Level 3

Sets at a minimum of 60 credits of learning and practical load. This level qualifies individuals who are competent with broad operational and theoretical knowledge and skills of a field of work or learning in the construction industry and/or its respective sectors, and perform clearly defined but limited responsibility in varied contexts to undertake skilled work

2 Construction Competency Skills Certificate Level 2

Sets at a minimum of 30 credits of learning and practical load. This level qualifies individuals who are competent with basic factual or operational knowledge and skills in a selected number of areas of a field of work or learning in the construction industry and/or its respective sectors, and with limited autonomy and judgements to complete routine but variable tasks under the observation of supervisors

1 Construction Competency Skills Certificate Level 1

Sets at a minimum of 15 credits of learning and practical load. This level qualifies individuals who are competent with basic general and foundation knowledge and skills in a narrow range of areas of a field of work or learning in the construction industry and/or its respective sectors with close supervision

THIRD SCHEDULE UNDER THE CIDB ACT 1994 (CLASSIFICATION OF SKILLED CONSTRUCTION WORKERS TRADES)

The Amendment to the Third Schedule of the Lembaga Pembangunan Industri Pembinaan Malaysia (CIDB) Act 1994 [Act 520], effective February 10, 2017, provides a detailed framework for the classification of Skilled Construction Workers. This update recognizes the critical roles within the construction sector and ensures alignment with industry advancements and workforce development goals.

The IndSF Construction document refers to this amendment (Act 1994) as a key reference, ensuring that this framework aligns with CIDB's classification system and contributes toward the continuous upskilling and formal recognition of construction professionals in Malaysia.

The revised schedule outlines 25 specific skill areas essential to construction, including:



SAFETY CERTIFICATES/PASSPORTS RECOGNIZED BY CIDB

The Construction Industry Development Board (CIDB) Malaysia recognizes various safety certificates and passports as part of its efforts to ensure compliance with health and safety standards in the construction sector. These certifications provide standardized safety knowledge and practices for personnel working in diverse industries and projects. Below is a summary of the recognized safety programs:

The IndSF Construction document refers to these safety certifications as an essential reference, highlighting their importance as the recognized Safety Certificates/Passports endorsed by CIDB in promoting safety compliance and standardization across the construction industry.

NIOSH Occupational Health & Safety Courses:

1. Air Kelantan Safety Card (AKSC)
2. Air Selangor – NIOSH Safety Passport (ANSP)
3. Contractor Safety Passport System – All Risks Work (CSPS-AR)
4. E-Idaman Safety Passport (EISP)
5. Expressway Operations Safety Passport (EOSP)
6. NIOSH – JABIL Safety Passport (NJSP)
7. NIOSH – Nestle Safety Passport (NNSP)
8. NIOSH – OM Materials Safety Passport (NOMSP)
9. NIOSH – Port Safety Passport (NPTSP)
10. NIOSH – Tenaga Safety Leader Passport (NTSLP)
11. NIOSH – Tenaga Safety Passport (NTSP)
12. NIOSH – TM Safety Passport (NTMSP)
13. Oil and Gas Safety Passport (OGSP)
14. Sabah Local Government Safety Passport (SLGSP)
15. Sarawak Energy Safety Passport (SESP)
16. SESB Employee Safety Passport (SESP).

Specialised Safety Inductions:

1. **Blue Card Safety Induction (SHE KVMRT) – Applicable for personnel involved in the Mass Rapid Transit Line 2 (Sungai Buloh–Serdang–Putrajaya).**

Employer-Specific Passports:

1. **GAMUDA Construction SHE Passport (GCSP).**
2. **Petronas Internal Induction (Health, Safety & Environment).**
3. **Tenaga Safety Passport (TSP).**

These certifications demonstrate CIDB's commitment to fostering a culture of safety and professionalism within the industry. For updated information or further inquiries, please refer to the official CIDB guidelines.

Note: This list is current as of January 31, 2024, and is sourced from the CIDB Personnel Policy Division



CAREER PATHWAYS



CAREER PATHWAYS

► IndSF CONSTRUCTION

TOTAL: 16 JOB POSITION

Level 6	*Construction Project Manager		
Level 5	*Construction Manager	Facility Manager or *Facilities Management Manager	Healthcare Facility Manager or *Healthcare Facilities Management Manager
Level 4	Construction Site Supervisor or *Site Supervisor	Facility Engineer/Executive or *Facilities Management Executive	Healthcare Facility Engineer/Executive or *Healthcare Facilities Management Executive
Level 3	Construction Site Technician or *Site Technician	Facility Supervisor or *Building Operation & Maintenance Supervisor	Facility Supervisor or *Building Operation & Maintenance Supervisor
Level 2	Construction Site Foreman or *Foreman	Facility Technician or *Building Operation & Maintenance Technician	Facility Technician or *Building Operation & Maintenance Technician
Level 1	*Tradesman	Facility Handyman or *Building Operation & Maintenance Handyman	Facility Handyman or *Building Operation & Maintenance Handyman
	Project Management (Contractor)	Facilities Management	Healthcare Facilities Management



01

FOCUS AREA

PROJECT MANAGEMENT [CONTRACTORS]

Area: Project Management (Contractors)**Job Title: *Tradesman****Level: 1****Job Description**

A Tradesman is responsible for various physical tasks on construction sites, including building, repairing, and maintaining structures, while ensuring compliance with safety and health protocols to prevent accidents and injuries. Basic knowledge and practical application of safety measures are paramount in this role, which involves activities ranging from basic manual labour to specialised skilled tasks, depending on the worker's experience and expertise. Tradesmen are competent in performing a range of varied work activities most of which are routine and predictable.

Pre-Requisites

- Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 1 (in any trades); or
- Any relevant competency certificate preferably in construction; and
- A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Understanding instructions	1	• Effective listening skills training
Carrying out instruction	1	• Time management • Workplace operational procedures
Teamwork	1	• Team building
Self-discipline	1	• Self-management
Multitasking	1	• Time management
Communication	1	• Effective communication skills
Ethics and values	1	• Construction Ethics and Values training* • Self-discipline training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Knowledge of proper usage and upkeep of the right tools, equipment and machinery	1	- Competency Training & Accreditation Programme provided by CIDB*; or - Any related competencies training in construction
Knowledge and right usage of materials	1	
Knowledge of right method of work execution for the job	1	
Knowledge of quality requirements for the job	1	
Ability to perform tasks given	1	
Basic knowledge of safety & health requirements	1	- Safety and Health Induction for Construction Workers (SICW)* - Safety certificate recognised by CIDB*
Knowledge and compliance on Environment requirements	1	

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Area: Project Management (Contractors)	
Job Title: Construction Site Foreman or *Foreman	Level: 2
Job Description	
The Construction Site Foreman or Foreman oversees and manages specific trade activities within on-site operations to ensure the successful completion of construction projects. The Foreman also monitors quality, safety, and project output while demonstrating competence in performing a wide range of varied work activities in diverse contexts, including non-routine tasks that require individual responsibility and autonomy to apply basic tools and materials to complete routine site activities.	

Pre-Requisites
• Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 2 (in any trades); or • Any relevant competency certificate preferably in construction; or • Preferably 2 years of relevant work experience in any trades; and • A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Understanding instructions	2	• Effective listening skills training • 3M (reading, writing and counting) training
Carrying out instructions	2	• Task execution • Time management • Workplace operational procedures
Teamwork	2	• Collaboration • Team building
Self-discipline	2	• Self-management
Multitasking	2	• Time management
Communication	2	• Effective communication
Leadership	2	• Leadership training
Team coordination	2	• Team management
Conflict management	2	• Conflict management and resolution
Ethics and values	2	• Construction Ethics and Values training* • Self-discipline training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Knowledge of proper usage and upkeep of the right tools, equipment and machinery	2	- Competency Training & Accreditation Programme provided by CIDB* - Any related competencies training in construction
Knowledge and right usage of materials	2	
Knowledge of right method of work execution for the job	2	
Knowledge of quality requirement for the job	2	
Ability to perform tasks given	2	
Read and interpret drawings	2	
Reporting and recording	2	
Basic knowledge of safety requirements	2	- Safety and Health Induction for Construction Workers (SICW)* - Safety Certificate recognised by CIDB*
Handling and monitoring material wastage and output	2	
Knowledge and compliance on Environment requirements	2	

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Area: Project Management (Contractors)**Job Title: Construction Site Technician or *Site Technician****Level: 3****Job Description**

The Construction Site Technician or Site Technician oversees and coordinate daily operations at a construction site to ensure projects are completed on time, within budget, and to the required quality standards. This role involves managing the workforce, coordinating subcontractors, monitoring site preparation and setup, ensuring compliance with health, safety, and environmental regulations, and liaising with clients and stakeholders. The role also involves providing performance reviews for subcontractors and suppliers under their supervision, while demonstrating competence in managing a broad range of complex and non-routine tasks across varied contexts. The supervisor takes significant responsibility, exercises autonomy and control, and guides others to perform their tasks effectively.

Pre-Requisites

- Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 3 and above; or
- Any relevant competency certificate preferable in construction; and
- A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Understanding instructions	3	• Effective listening skills training • Problem-solving
Carrying out instructions	3	• Time management • Workplace operational procedures
Teamwork	3	• Leadership • Team building
Self-discipline	3	• Self-management • Goal setting • Motivation
Multitasking	3	• Time management
Communications	3	• Effective communication
Leadership	3	• Leadership training • Strategic leadership skills
Team coordination	3	• Effective team operation management
Conflict management	3	• Conflict management and Resolution
Ethics and values	3	• Construction Ethics and Values training* • Self-discipline training

Technical Skills	Competency Level	Recommended Trainings
Knowledge of proper usage and upkeep of the right tools, equipment & machinery	3	- Competency Training & Accreditation Programme provided by CIDB* - Any related competencies training in construction
Knowledge and right usage of materials	3	
Monitor and ensure quality specification for the job	3	
Knowledge of right method of work execution for the job	3	
Verify and control the right materials, machinery and equipment	3	
Knowledge of work method	3	
Knowledge of setting out	3	
Ability to perform tasks within the given time frame	3	
Planning, organising, execution, monitoring and control of work execution	3	
Reporting and recording	3	
Documentation skills	3	
Knowledge and compliance on environment requirements	3	- Safety and Health Induction for Construction Workers (SICW)* - Safety Certificate recognised by CIDB*
Maintain and monitor safety requirements	3	
Handling and monitoring material wastage and output	3	

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Area: Project Management (Contractors)	
Job Title: Construction Site Supervisor or *Site Supervisor	Level: 4
Job Description	
The Construction Site Supervisor or Site Supervisor is responsible for overseeing and coordinating construction projects, ensuring timely completion within budget and specified quality standards while adhering to regional regulatory requirements and safety, health, and environmental protocols. This role demands strong organisational skills, effective communication, and a deep understanding of construction processes, along with proficiency in planning, organising, monitoring, executing, and controlling project budgets and resources. The coordinator operates autonomously across diverse contexts, performing complex technical or professional tasks and taking responsibility for resource allocation and the supervision of team members.	

Pre-Requisites
- Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 4 (Certified Construction Site Supervisor); and - A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Understanding instructions	4	- Effective listening skills training - Critical thinking - Problem-solving
Carrying out instructions	4	- Task execution - Time management - Workplace operational procedures
Provide clear instruction to subordinates	4	Effective communication
Teamwork	4	- Leadership - Team building
Self-discipline	4	- Self-management - Goal setting - Motivation
Multitasking	4	Time management
Communication	4	- Effective communication skills - Interpersonal communication - Conflict resolution

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Soft Skills	Competency Level	Recommended Trainings
Leadership	4	- Leadership training - Strategic leadership skills
Team coordination	4	Managing team operations effectively
Conflict management	4	- Conflict resolution - Negotiation skills
Interpersonal skills	4	- Effective interpersonal communication - Interpersonal skills

Technical Skills	Competency Level	Recommended Trainings
Knowledge of resources management	4	- Certified Construction Site Supervisor (CSS) (CIDB) - Any related competencies training in construction
Oversee and monitor setting out	4	
Monitor and ensure quality specification for the job	4	
Knowledge of method, sequence and duration of work	4	
Monitor schedule and outputs	4	
Planning, organising, execution, monitoring and control of work execution	4	
Ensure timely and accurate recording and reporting	4	
Basic understanding and implementation of Contract Administration	4	
Ensuring proper project documentation	4	- Certified Construction Site Supervisor (CSS) (CIDB) - Any related competencies training in construction
Ensuring compliance towards statutory and local authority requirements	4	
Ensuring safety, health and environmental compliance	4	

Area: Project Management (Contractors)**Job Title: *Construction Manager****Level: 5****Job Description**

The Construction Manager oversees and directs construction projects from start to finish, ensuring timely completion within budget and up to the specified quality standards. This role involves coordinating project teams, subcontractors, and suppliers, maintaining effective communication with clients and stakeholders, and managing planning, scheduling, budgeting, and compliance with safety and legislative regulations. Proficiency in QSHE (Quality, Safety, Health, and Environment) management, contract administration, financial oversight, and resource allocation is essential. The Construction Manager applies advanced techniques to navigate complex and unpredictable circumstances, taking significant responsibility for team performance, resource allocation, and the planning, organising, monitoring, and control of project processes.

Pre-Requisites

- Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 5 (Certified Construction Manager); and
- A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Understanding project milestones	5	• Project management • Project planning and control
Providing and issuing clear instructions	5	• Effective communication
Teamwork	5	• Leadership • Team building
Self-discipline	5	• Self-management • Goal setting • Motivation
Multitasking	5	• Time management
Communication	5	• Effective communication skills
Leadership	5	• Leadership training • Strategic leadership skills
Stakeholder management	5	• Stakeholder management
Conflict management	5	• Conflict management and resolution
Interpersonal skills	5	• Interpersonal training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Oversee and manage resources	5	Certified Construction Manager (CCM) (CIDB)
Oversee and ensure quality specifications for the job	5	
Knowledge of work method	5	
Knowledge of setting out	5	
Reporting and recording	5	
Documentation skills	5	
Implementation of contract administration	5	
Risk management	5	
Ensure compliance towards statutory requirements	5	
Presentation skills	5	

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Area: Project Management (Contractors)	
Job Title: *Construction Project Manager	Level: 6
Job Description	
The Construction Project Manager oversees construction projects from inception to completion, ensuring timely delivery within scope, budget, and legislative requirements while adhering to QSHE standards. This role involves comprehensive contract management, ensuring compliance with contractual obligations and statutory requirements, and managing financial and resource allocation. The Project Manager collaborates with contractors, subcontractors, consultants, and stakeholders to ensure smooth project execution and delivery. Demonstrating expertise in applying fundamental principles and complex techniques, the role requires significant responsibility for planning, execution, evaluation, and driving substantial change or development, while exercising broad autonomy, judgment, and accountability for the work of others and the management of substantial resources.	

Pre-Requisites
- Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 6 (Certified Construction Project Manager) and; - A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Provide clear instructions and directions	6	Effective communication
Teamwork	6	- Leadership - Team building
Self-discipline	6	- Self-management - Goal setting - Motivation
Multitasking	6	Time management
Communication	6	Effective communication
Leadership	6	- Leadership training - Strategic leadership skills
Stakeholder management	6	Stakeholder engagement
Conflict management	6	Conflict management and resolution
Interpersonal skills	6	Effective interpersonal skills

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Oversee and manage resources	6	Certified Construction Project Manager (CCPM) (CIDB)
Oversee and ensure quality specifications for the job	6	
Knowledge of work method	6	
Knowledge of setting out	6	
Ensure compliance towards statutory requirements	6	
Reporting and Record	6	
Documentation Skill	6	
Presentation Skills	6	
Implementation of Contract Administration	6	
Risk Management	6	
Financial Management	6	
Office and Human Capital Management	6	

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

A modern office interior with large windows, desks, and office chairs, overlaid with a solid orange color. The scene is bright and airy, with natural light coming from the windows. The office furniture includes desks, chairs, and a plant. The overall aesthetic is clean and professional.

02

FOCUS AREA

FACILITIES MANAGEMENT

Area: Facilities Management	
Job Title: Facility Handyman or *Building Operations & Maintenance Handyman	Level: 1
Job Description	
The Facilities Handyman, or Building Operations & Maintenance Handyman, is responsible for repairing and maintaining facilities to ensure a safe and functional environment. This role requires diverse skills across mechanical, electrical, and civil trades, including plumbing, electrical work, and carpentry. Working closely with the Facilities Technician or Supervisor, the handyman addresses maintenance issues, performs scheduled tasks, and responds to unscheduled work such as breakdowns and emergency repairs. The role demands competence in handling a variety of tasks most of which are routine and predictable.	

Pre-Requisites
- Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 1 (in any trades); or - Any relevant competency certificate preferably in facilities management; or - At least 2 years of relevant work experience - A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Understanding instructions	1	Effective listening skills training
Carrying out instructions	1	- Time management - Task execution
Teamwork	1	Collaborative work skills
Self-discipline	1	- Self-management - Motivation
Multitasking	1	- Time management - Productivity - Task prioritisation
Communication	1	- Effective communication skills - Interpersonal skills
Ethics and values	1	- Construction Ethics and Values training* - Self-discipline training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Training
Knowledge of proper usage and upkeep of the right tools, equipment and machinery	1	- Competency Training & Accreditation Programme provided by CIDB* - Any related competencies training in facilities management
Knowledge of the right usage of materials	1	
Knowledge of right method of work execution for the job	1	
Knowledge of quality requirements for the job	1	
Ability to perform and complete tasks given	1	
Basic knowledge of safety requirements	1	- Safety and Health Induction for Construction Workers (SICW) - Safety Certificate Recognised by CIDB* - Basic in Scheduled Waste Management training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Area: Facilities Management	
Job Title: Facility Technician or *Building Operations & Maintenance Technician	Level: 2
Job Description	
The Facilities Technician or Building Operations & Maintenance Technician in Facilities Management is responsible for the operation, maintenance, and repair of building systems and equipment, encompassing mechanical, electrical, and civil disciplines such as air conditioning, electrical distribution, vertical transport, building automation, and fire protection systems. This role involves performing technical tasks, troubleshooting, and ensuring compliance with safety and regulatory standards, while addressing maintenance issues, conducting scheduled work, and responding to unscheduled tasks, including breakdowns and emergency repairs. The technician works closely with supervisors or engineers and demonstrates competence in a wide range of activities, including non-routine tasks that require individual responsibility, autonomy, and adaptability across varied contexts.	

Pre-Requisites
• Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 2 (in any trades); or • Any relevant competency certificate preferably in facilities management • At least 3 years of relevant work experience • A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Training
Understanding instructions	2	• Effective listening skills training • Problem-solving
Carrying out instructions	2	• Time management • Communication • Task execution • Workplace operational procedure
Teamwork	2	• Collaboration • Team building
Self-discipline	2	• Time management • Self-discipline • Goal setting • Motivation
Multi-tasking	2	• Time management • Productivity • Task prioritisation
Ethics and values	2	• Construction Ethics and Values training* • Self-discipline training
Communication	2	• Effective communication skills • Technical writing • Interpersonal communications

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Knowledge of proper usage and upkeep of the right tools, equipment and machinery	2	- Competency Training & Accreditation Programme provided by CIDB* - Any related competencies training in facilities management
Knowledge of the right usage of materials	2	
Knowledge and ensure of right method of work execution for the job	2	
Ensure work quality meets standard requirements	2	
Ability to perform and report completed tasks , including both scheduled and unscheduled work	2	
Problem-solving skills	2	
Knowledge and ensure practices of safety requirements	2	- Safety and Health Induction for Construction Workers (SICW)*; or - Safety Certificate recognised by CIDB* - Scheduled Waste Management Training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Area: Facilities Management	
Job Title: Facility Supervisor or *Building Operations & Maintenance Supervisor	Level: 3
Job Description	
The Facilities Supervisor or Building Operations & Maintenance Supervisor oversees daily facilities operations and maintenance to ensure safety, functionality, and regulatory compliance. This role involves managing a team of maintenance staff, coordinating with contractors, and implementing effective facilities management strategies to maintain high operational standards. The supervisor evaluates the feasibility of scheduled work plans by assessing manpower, material availability, and time constraints, ensuring tasks are completed efficiently within allocated resources and timeframes. Competent in handling complex, non-routine tasks across varied contexts, the Facilities Supervisor exercises significant responsibility, autonomy, and control while providing guidance to team members to ensure the successful execution of activities.	

Pre-Requisites
• Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 3 and above • At least 5 years of relevant work experience • A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Teamwork	3	• Leadership • Team building • Collaborative work skills
Self-discipline	3	• Self-development • Goal setting • Motivation • Time management
Multi-tasking	3	• Time management • Task prioritisation • Organisation • Productivity
Communication	3	• Effective communication skills • Technical writing • Interpersonal communications • Conflict resolution
Ethics and values	3	• Construction Ethics and Values training* • Self-discipline training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Monitor and allocate the right tools, equipment and machinery	3	- Competency Training & Accreditation Programme provided by CIDB*. - Any related competencies training in facilities management.
Monitor and ensure quality specifications for the job	3	
Verify and control the right materials, machinery and equipment	3	
Knowledge of work method	3	
Ability to perform task within the given time frame	3	
Planning, organising, monitoring, execution and control	3	
Reporting and recording	3	
Documentation skills	3	- Safety and Health Induction for Construction Workers (SICW)*; Or - Safety Certificate recognised by CIDB* - Scheduled Waste Management training
Maintaining and monitoring safety requirements	3	

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Area: Facilities Management	
Job Title: Facility Engineer/Executive or *Facilities Management Executive	Level: 4
Job Description	
The Facilities Engineer/Executive or Facilities Management Executive oversees the strategic technical management of facilities operations, ensuring efficient and effective execution of facilities management policies, optimising operations, managing budgets, and leading a team of technical personnel. Collaborating with the Facilities Manager, this role aims to achieve operational goals and maintain facilities to the highest standards. The position demands competence in performing a wide range of complex technical or professional tasks across various contexts with a high degree of autonomy, including responsibility for resource allocation and the oversight of the work of others.	

Pre-Requisites
• Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 4 (Certified Facilities Management Executive); and • Bachelor's Degree Certification or equivalent; and • At least 3 years of relevant work experience • A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Problem-solving	4	• Effective problem-solving
Negotiation skills	4	• Effective negotiation skills • Conflict resolution
Teamwork	4	• Leadership • Team building
Self-discipline	4	• Self-development • Goal setting • Motivation • Task prioritisation
Multitasking	4	• Time management • Resource Management
Communication	4	• Effective communication skills • Interpersonal communication • Conflict resolution
Leadership	4	• Leadership training • Strategic leadership skills
Ethics and values	4	• Construction Ethics and Values training* • Self-discipline training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Operations and maintenance management	4	• Certified Facilities Management Executive (FME) (CIDB)* • Any related competencies training in facilities management • Scheduled Waste Management training • Environmental training
Understand and ensure correct implementation of SOPs	4	
Ensure work schedule is implemented accordingly	4	
Ensure work quality and compliance are up to standards and requirements	4	
Develop overall work plan and ensure proper implementation	4	
Technical and management skills	4	
Develop budget and financial planning	4	
Report Generation	4	
Contract Management Skills	4	
Tender management	4	
Ensure practices of safety requirements	4	

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Area: Facilities Management	
Job Title: Facility Manager or *Facilities Management Manager	Level: 5
Job Description	
The Facilities Manager or Facilities Management Manager is responsible for the effective and efficient management of facilities operations, ensuring buildings and grounds are maintained to high standards while aligning operations with organisational goals to enhance functionality and safety. This role involves overseeing daily operations, managing maintenance and repair activities, coordinating with vendors and contractors, ensuring compliance with safety and regulatory requirements, and maintaining communication with authorities. Key responsibilities include managing facilities management contracts, resource planning and mobilisation (manpower and materials), financial management (budget control), and reporting to clients, including monthly performance reviews. The Facilities Manager applies complex techniques in a range of duties, often under unpredictable circumstances, while taking significant responsibility for team performance, resource allocation, and the planning, organising, monitoring, and control of project processes.	

Pre-Requisites
- Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 5 (Certified Facilities Management Manager); and - Bachelor's Degree Certification or equivalent - At least 7 years of relevant work experience - A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Leadership	5	- Leadership training - Strategic leadership skills
Teamwork	5	- Leadership - Team building
Self-discipline	5	- Self-development - Goal setting - Motivation - Task prioritisation
Multitasking	5	- Time management - Resource management
Communication	5	- Effective communication skills - Interpersonal communication - Conflict resolution - Leadership training
Ethics and values	5	- Construction Ethics and Values training* - Self-discipline training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Strategic operation and maintenance management	5	• Certified Facilities Management Manager (FMM) (CIDB) • Any related competencies training in facilities management • Scheduled Waste Management training • Environmental training
Ensure work quality and compliance are up to standards and requirements	5	
Ensure work schedule is implemented accordingly	5	
Management of existing system, facilities and asset	5	
Develop overall work plan and ensure proper implementation	5	
Technical and management skills	5	
Understand and ensure correct implementation of SOPs	5	
Ensure practices of safety requirements	5	
Leadership and team development	5	
Negotiation skills	5	
Problem-solving skills	5	
Conflict resolution	5	
Contract management skills	5	
Tender management	5	• Certified Facilities Management Manager (FMM) (CIDB) • Any related competencies training in facilities management • Scheduled Waste Management training • Environmental training
Develop budget and financial planning	5	
Report generation	5	

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

A photograph of a hospital room, overlaid with a semi-transparent orange filter. The room contains several hospital beds with white linens, medical equipment like IV stands and monitors, and large windows with curtains. A large, white-outlined number '03' is superimposed over the center of the image.

03

FOCUS AREA

HEALTHCARE FACILITIES MANAGEMENT

Area: Healthcare Facilities Management	
Job Title: Facility Handyman or *Building Operations & Maintenance Handyman	Level: 1
Job Description	
The Facilities Handyman or Building Operations & Maintenance Handyman is responsible for repairing and maintaining facilities in healthcare environments to ensure safe and functional spaces. This role requires proficiency in various mechanical, electrical, and civil trades such as plumbing, electrical work, carpentry, and the upkeep of critical healthcare systems. Working closely with the Facilities Technician or Supervisor, the handyman addresses scheduled and unscheduled maintenance tasks, including breakdowns, emergency repairs, and healthcare-specific needs to ensure uninterrupted medical services. The role demands competency in performing diverse work activities most of which are routine and predictable.	

Pre-Requisites
- Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 1 (in any trades); or - Any relevant competency certificate preferable in healthcare facilities management; or - At least 2 years of relevant work experience - A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Understanding instructions	1	Effective listening skills training
Carrying out instructions	1	- Time management - Task execution
Teamwork	1	Collaborative work skills
Self-discipline	1	- Self-management - Motivation
Multitasking	1	- Time management - Productivity - Task prioritisation
Communication	1	- Effective communication skills - Interpersonal skills
Ethics and Values	1	- Construction Ethics and Values training* - Self-discipline training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Knowledge of proper usage and upkeep of the right tools, equipment, machinery and healthcare-related instruments	1	- Competency Training & Accreditation Programme provided by CIDB* - Any related competencies training in healthcare facilities management
Knowledge and correct usage of materials, including those specific to healthcare environments	1	
Knowledge of appropriate work execution methods for healthcare and general tasks	1	
Knowledge of quality requirements for healthcare and general job tasks	1	
Ability to perform and complete assigned tasks effectively	1	
Basic knowledge of safety requirements, including those specific to healthcare	1	- Safety and Health Induction for Construction Workers (SICW) - Safety Certificate recognised by CIDB* - Basic in Scheduled Waste Management Training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Area: Healthcare Facilities Management**Job Title: Facility Technician or *Building Operations & Maintenance Technician****Level: 2****Job Description**

The Facilities Technician or Building Operations & Maintenance Technician is responsible for operating, maintaining, and repairing building systems and equipment, encompassing mechanical, electrical, and civil tasks. This includes managing systems such as air conditioning, electrical distribution, vertical transport, building automation, fire protection, and specialised healthcare facilities systems like medical gas supply and sterilisation equipment. The role involves performing technical tasks, troubleshooting, and ensuring compliance with safety, healthcare standards, and regulatory requirements. Working closely with supervisors or engineers, the technician addresses maintenance issues, performs scheduled and unscheduled work, and handles breakdowns and emergency repairs. This position requires a diverse skill set to perform a wide range of activities, some of which are non-routine and demand individual responsibility and autonomy across varied contexts.

Pre-Requisites

- Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 2 (in any trades)
- Any relevant competency certificate preferable in healthcare facilities management
- At least 3 years of relevant work experience
- A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Understanding instructions	2	• Effective listening skills training • Problem-solving
Carrying out instructions	2	• Time management • Communication • Task execution • Workplace operational procedures
Teamwork	2	• Collaboration • Team building
Self-discipline	2	• Time management • Self-discipline • Goal setting • Motivation
Multi-tasking	2	• Time management • Productivity • Task prioritisation
Ethics and values	2	• Construction Ethics and Values training* • Self-discipline training
Communications	2	• Effective communication skills • Technical writing • Interpersonal communications

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Knowledge of proper usage and upkeep of the right tools, equipment, and machinery, especially for healthcare-specific instruments	2	- Competency Training & Accreditation Programme provided by CIDB* - Any related competencies training in healthcare facilities management
Knowledge and assurance of correct usage of materials, with attention to healthcare standards	2	
Knowledge and application of appropriate work execution methods, tailored to healthcare requirements	2	
Ensure work quality meets healthcare standards and requirements	2	
Ability to perform and document completed tasks , including both scheduled and unscheduled healthcare-related works	2	
Problem-solving skills	2	
Knowledge and adherence to safety practices, particularly healthcare safety protocols	2	- Safety and Health Induction for Construction Workers (SICW)*; or - Safety Certificate recognised by CIDB* - Scheduled Waste Management Training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Area: Healthcare Facilities Management	
Job Title: Facility Supervisor or *Building Operations & Maintenance Supervisor	Level: 3
Job Description	
The Facilities Supervisor or Building Operations & Maintenance Supervisor oversees daily facilities operations and maintenance to ensure safety, functionality, and compliance with regulatory standards, particularly in healthcare settings where adherence to specific health and safety protocols is critical. This role involves managing maintenance staff, coordinating with contractors, and implementing strategies to maintain high operational standards. The supervisor ensures facilities efficiency, addresses issues, and evaluates work plans by assessing manpower, materials, and time constraints to complete tasks within allocated resources. Competent in managing a variety of complex, non-routine tasks, the supervisor takes significant responsibility, exercises autonomy, and provides guidance to others to achieve organisational goals.	

Pre-Requisites
- Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 3 and above - At least 5 years of relevant work experience - A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Teamwork	3	- Leadership - Team building - Collaborative work skills
Self-discipline	3	- Self-development - Goal setting - Motivation - Time management
Multi-tasking	3	- Time management - Task prioritisation - Organisation - Productivity
Communication	3	- Effective communication skills - Technical writing - Interpersonal communications - Conflict resolution
Ethics and values	3	- Construction Ethics and Values training* - Self-discipline training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Monitor and allocate appropriate tools, equipment, and machinery, ensuring healthcare-specific needs are met	3	- Competency Training & Accreditation Programme provided by CIDB* - Any related competencies training in facilities management
Monitor and ensure job quality aligns with healthcare specifications	3	
Verify and control materials, machinery, and equipment, adhering to healthcare standards	3	
Knowledge of work methods applicable to healthcare settings	3	
Ability to perform tasks within the given timeframe, considering healthcare demands	3	
Planning, organising, monitoring, executing, and controlling tasks in healthcare environments	3	
Coordinate work plan implementation	3	
Reporting and recording	3	
Possess documentation skills	3	
Maintain and monitor safety requirements, prioritising healthcare safety protocols	3	- Safety and Health Induction for Construction Workers (SICW)*; or - Safety Certificate recognised by CIDB* - Scheduled Waste Management Training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Area: Healthcare Facilities Management	
Job Title: Healthcare Facilities Engineer/ Executive or *Healthcare Facilities Management Executive	Level: 4
Job Description	
The Healthcare Facilities Engineer/Executive or Healthcare Facilities Management Executive is responsible for the strategic oversight and management of healthcare facilities operations, ensuring patient safety, infection control, and regulatory compliance are upheld. This role involves implementing healthcare-specific facilities management policies, optimising operations to support clinical services, managing budgets, and leading a team of technical personnel. The Engineer/Executive works collaboratively with the Facilities Manager to achieve operational goals while maintaining the highest standards of safety and hygiene. They perform a wide range of complex technical or professional tasks with autonomy, taking partial responsibility for resource allocation and overseeing the work of others within various contexts.	

Pre-Requisites
- Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 4 (Certified Healthcare Facilities Management Executive); and - Bachelor's Degree Certification or equivalent; and - At least 3 years of relevant work experience - A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Problem-solving	4	Effective problem-solving skills
Negotiation skills	4	- Effective negotiation skills - Conflict resolution
Teamwork	4	- Leadership - Team building
Self-discipline	4	- Self-development - Goal setting - Motivation - Task prioritisation
Multitasking	4	- Time management - Resource management
Communication	4	- Effective communication skills - Interpersonal communication - Conflict resolution
Leadership	4	- Leadership training - Strategic leadership skills
Ethics and values	4	- Construction Ethics and Values training* - Self-discipline training

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Operations and maintenance management , tailored to healthcare facilities and equipment	4	• Certified Healthcare Facilities Management Executive (HFME) (CIDB) • Any related competencies training in healthcare facilities management • Scheduled Waste Management training • Environmental training
Understand and ensure correct implementation of healthcare-specific SOPs	4	
Ensure the work schedule is implemented in alignment with healthcare operational needs	4	
Ensure work quality and compliance with healthcare standards and requirements	4	
Develop budget and financial planning	4	
Develop overall work plan and ensure proper implementation	4	
Technical and management skills	4	
Understand and ensure correct implementation of SOPs	4	
Report generation	4	• Certified Healthcare Facilities Management Executive (HFME) (CIDB) • Any related competencies training in healthcare facilities management • Scheduled Waste Management training • Environmental training
Contract management	4	
Tender management	4	
Ensure adherence to healthcare safety protocols	4	

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Area: Healthcare Facilities Management	
Job Title: Healthcare Facilities Manager or *Healthcare Facilities Management Manager	Level: 5
Job Description	
The Healthcare Facilities Manager or Healthcare Facilities Management Manager is responsible for ensuring the effective and efficient management of healthcare facilities operations, maintaining buildings, grounds, and critical infrastructure to high standards. This role involves overseeing daily operations, managing maintenance and repair activities, coordinating with vendors and contractors, and ensuring compliance with safety standards, healthcare-specific regulations, and infection control protocols. Collaborating with senior management, the manager aligns facilities operations with organisational goals to enhance functionality, patient safety, and the healing environment. Key responsibilities include managing Healthcare Facilities Management contracts, mobilising resources (manpower, materials, and medical equipment), communicating with clients through performance reports and meetings, financial management, and liaising with authorities and regulatory bodies. The role demands proficiency in applying complex techniques in diverse and unpredictable circumstances, taking significant responsibility for the work of others, resource allocation, and the planning, organising, monitoring, and control of project processes.	

Pre-Requisites
- Sijil Kompetensi Kemahiran Pembinaan (SKKP) CIDB Level 5 (Certified Facilities Management Manager); and - Bachelor's Degree Certification or equivalent - At least 7 years of relevant work experience - A valid Kad Pendaftaran Personel Binaan

Soft Skills	Competency Level	Recommended Trainings
Leadership	5	- Leadership training - Strategic leadership skills
Teamwork	5	- Leadership - Team building
Self-Discipline	5	- Self-development - Goal setting - Motivation - Task prioritisation
Multitasking	5	- Time management - Resource management
Communication	5	- Effective communication skills - Interpersonal communication - Conflict resolution - Leadership
Ethics and Values	5	- Construction Ethics and Values training* - Self-discipline

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

Technical Skills	Competency Level	Recommended Trainings
Strategic operation and maintenance management , adapted for healthcare systems and facilities	5	• Certified Healthcare Facilities Management Manager (HFMM) (CIDB) • Any related competencies training in healthcare facilities management • Scheduled Waste Management training • Environmental training
Ensure work quality and compliance with healthcare standards and requirements	5	
Ensure implementation of the work schedule aligns with healthcare operational needs	5	
Management of existing healthcare systems, facilities, and assets	5	
Ensure adherence to healthcare safety protocols	5	
Develop overall work plan and ensure proper implementation	5	
Technical and management skills	5	
Understand and ensure correct implementation of SOPs	5	
Leadership and team development	5	
Negotiation skills	5	• Certified Healthcare Facilities Management Manager (HFMM) (CIDB) • Any related competencies training in healthcare facilities management • Scheduled Waste Management Training • Environmental training
Problem solving skills	5	
Conflict resolution	5	
Contract management skills	5	
Tender management	5	
Develop budget and financial planning	5	
Report generation	5	

Disclaimer: Courses marked with asterisk (*) are registered and industry-recommended. Details may change at the provider's discretion.

LIST OF SOURCES

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- 12th Malaysia Plan (RMK-12): Economic Planning Unit (EPU)
- CIDB Employment Data: General data on construction sector workforce from CIDB publications.
- Malaysia External Trade Development Corporation (MATRADE): Export data and trade performance <https://www.matrade.gov.my/>
- Construction Industry Development Board Malaysia (CIDB): Information on industry incentives and investment support <https://www.cidb.gov.my/>
- General Industry Reports: The Edge Malaysia, New Straits Times, and The Star provide news and analyses on sectoral trends and projections.
- Pendaftaran Personnel Binaan: <https://www.cidb.gov.my/pendaftaranpersonel-binaan-kad-hijau/>
- Perintah Lembaga Penbanguan Industri Pembinaan Malaysia (Pindaan Jadual Ketiga) 2017 – Jadual Ketiga Akta Lembaga Penbanguan
- Industri Pembinaan Malaysia 1994 (Akta 520, Seksyen 2 dan Subseksyen 33A(2)): <https://www.cidb.gov.my/wpcontent/uploads/2022/11/Amendment-of-Third-Schedule.pdf>
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- Certified Construction Site Supervisor (CSS): <https://www.cidb.gov.my/eng/certified-construction-site-supervisorcss/#lainlainmaklumatcss>
- Certified Construction Manager (CCM): <https://www.cidb.gov.my/eng/certified-construction-manager-ccm/>
- Certified Construction Project Manager (CCPM): <https://www.cidb.gov.my/eng/certified-construction-project-managerccpm/>
- Construction Industry Competency Standard (CICS) – Certified Construction Project Manager (CCPM): <https://www.cidb.gov.my/wpcontent/uploads/2022/12/CCPM-CICS-LEVEL-6-CIDB.pdf>
- Construction Industry Competency Standard (CICS) – Certified Construction Manager (CCM): <https://www.cidb.gov.my/wpcontent/uploads/2022/12/CCM-CICS-CIDB-BPP.pdf>
- Certified Facilities Management Executive (FME): <https://www.cidb.gov.my/eng/certified-facilities-management-executivefme/>
- Standard NOSS FME: https://www.cidb.gov.my/wpcontent/uploads/2022/12/NOSS_FME-2021.pdf
- Certified Facility Management Manager (FMM): <https://www.cidb.gov.my/eng/certified-facility-management-managerfmm/>



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