

**EARLY CHILDHOOD JOB REDESIGN INITIATIVE UNDER PRODUCTIVITY SOLUTIONS
GRANT (PSG-JR)
[FOR PUBLIC INFORMATION]**

Programme Objective

Workforce Singapore (WSG) has launched the Early Childhood Job Redesign (EC JR) Initiative to support early childhood operators in improving their human capital practices and talent management through job redesign. The initiative also enables operators to uplift workforce productivity and performance.

The programme can support operators to formalise non-core teaching duties in the job scope and ensure human capital practices are aligned. This will not only make jobs more fulfilling and attractive for employees but will also help operators to hire and retain good workers.

Early Childhood Job Redesign (EC JR)

Under the programme, operators can identify the job roles to be redesigned from the following three categories based on your operational and manpower needs.

1. Development of hybrid job roles (e.g. Teacher cum Curriculum Specialist)
2. Progression to support Centre Leaders in Centre operations
3. Multi-skilling to support Centre Leaders in Centre Management

Consultancy for Job Redesign

After identifying the relevant categories, the consultant will support the operators on job redesign i.e.:

- a) Add job value and attractiveness through job enrichment or enlargement
- b) Improve job role by reviewing work processes or reducing manual work
- c) Change job profile and align human capital practices to redesigned job role

Support for Job Redesign under Productivity Solutions Grant (PSG-JR)

Operators will be able to receive funding support through PSG-JR for job redesign consultancy cost incurred for their projects.

About PSG-JR

The Singapore National Employers Federation (SNEF) is appointed by WSG as the Programme Manager to administer the PSG-JR, and operators can tap on the consultancy services provided by any of the pre-approved JR consultant.

The appointed consultant will support participating enterprises to redesign work processes, job tasks and responsibilities, including the following areas:

- Scope and develop proposals for PSG-JR; and
- Support the implementation of the PSG-JR project and work with the enterprises to achieve the committed deliverables for the project.

Funding Rates

Eligible enterprises/operators will receive the following for approved projects¹:

- Up to 50% (for SMEs) and 30% (for non-SMEs) funding for consultancy services, capped at \$30,000 per enterprise/operator.

Participating enterprises/operators have up to one year to complete their job redesign project.

On top of the above funding support for PSG-JR, enterprises/operators can also tap on the SkillsFuture Enterprise Credit (SFEC) to defray out-of-pocket (OOP) expenses. Eligible enterprises/operators will receive a one-off \$10,000 credit per firm to cover up to 90% of OOP expenses.

More details can be found at <https://www.enterprisesg.gov.sg/financial-support/skillsfuture-enterprise-credit>

¹ Excluding Goods and Services Tax (GST).

Eligibility Criteria

All participating enterprises/operators must fulfil the following criteria in order to qualify for PSG-JR:

- Registered or incorporated and operating in Singapore; and
- Must have at least three local employees² at the point of application

In addition to the criteria above, at the point of application, applicant **must not have**:

- Made any payment to a pre-approved JR consultant or third party in relation to the engagement of JR-related consultancy service; and
- Signed or confirmed any contract or purchase order with a pre-approved JR consultant or third party in relation to the engagement of JR-related consultancy service.

All applications will be evaluated on a case-by-case basis.

Contact Details

Operators that are interested to find out more about Early Childhood Job Redesign Initiative (EC JR) can fill up [this form](#).

For more information on the PSG-JR grant, you may visit <https://snef.org.sg/incentives/psgir> or contact SNEF at psgir@snef.org.sg.

To apply for PSG-JR, operators can submit their forms through the Business Grants Portal (BGP)³ at <https://www.businessgrants.gov.sg>. Each UEN can only have one approved PSG-JR application.

² Local employees can be Singapore Citizens and Singapore Permanent Residents. For enterprises related to the same parent enterprise, these affiliates will have to prove that their employees are not double counted in the enterprises applying for PSG-JR.

³ Enterprises will need to have a valid CorpPass account to transact on BGP