

SKILLS FRAMEWORK FOR INFOCOMM TECHNOLOGY SKILLS MAP – CHIEF DATA OFFICER/CHIEF ARTIFICIAL INTELLIGENCE OFFICER			
Sector	Infocomm Technology		
Track	Data and Artificial Intelligence		
Occupation	Chief Data Officer/Chief Artificial Intelligence Officer		
Job Role	Chief Data Officer/Chief Artificial Intelligence Officer		
Job Role Description	<p>The Chief Data Officer/Chief Artificial Intelligence Officer establishes the organisation's data and artificial intelligence (AI) strategy, and ethics and governance framework, fostering a culture of compliance to data privacy regulations and the Model AI Governance Framework. He/She is accountable for the quality, accessibility, analysis and management of data to inform business strategy, decision-making and drive performance.</p> <p>He designs initiatives and programs to realise the optimal business value derivable from the organisation's data assets. He formulates data and AI project prioritisation and resourcing strategies and establishes performance measures to evaluate outcomes data and AI-driven solutions. He identifies potential intellectual property (IP) opportunities from analyses and insights from market intelligence reports, and advises the business on infringements against the organisation's IP related to AI solutions. He creates a shared vision and objectives on the use of data and AI in the organisation, building strategic relationships with key business and industry stakeholders to achieve business goals.</p> <p>The Chief Data Officer/Chief Artificial Intelligence Officer is highly skilled in influencing and engaging stakeholders to secure their buy-in and support. He has strong business acumen, is highly innovative, and is able to make calculated-risk decisions, performing effectively in a complex and difficult environment. He possesses strong leadership and management skills required to develop the organisation's data and AI capabilities.</p>		
Critical Work Functions, Key Tasks and Performance Expectations	Critical Work Functions	Key Tasks	Performance Expectations
	Establish data and artificial intelligence (AI) strategy	Establish the organisation's data and AI strategy, data privacy policies, and relevant ethics and governance frameworks	In accordance with: <ul style="list-style-type: none"> • Model AI Governance Framework • Personal Data Protection Act 2012, Personal Data Protection Commission
		Align data and AI strategy, priorities and plans of the data function to the organisation's vision and mission	
		Formulate approaches to maximise the value of data analytics capabilities and technological investments for the organisation	
		Develop strategies to ensure seamless integration of technologies with workflows and processes across the organisation	
		Promote the adoption of industry leading practices and new data management technologies across the organisation	
		Drive the organisation's culture of compliance to data privacy policies, relevant ethics and governance frameworks	
		Review ethics and governance framework and measures to ensure continued relevance and effectiveness	
	Optimise business value from data	Design data and AI-driven initiatives to leverage the value of data assets in the organisation	
		Lead the identification of high business value business opportunities through application of data and AI solutions	
Advise the team on new and innovative tools and techniques to derive greater value from data			
Determine and showcase the potential value and impact of analytics and intelligent systems on existing business processes			
	Oversee the implementation of analytics and AI-driven initiatives across the organisation		

	Formulate objectives and requirements from a business perspective	Formulate project prioritisation and resourcing strategies for AI and data science projects across the organisation				
		Establish performance measures to evaluate data and AI initiatives, programmes, and value derived from effective data management				
		Advise the team on new and innovative tools and techniques to derive greater value from data				
	Manage intellectual property (IP) strategies, processes and procedures	Review emerging trends and intelligence, and analyse technology landscape reports and analyses to identify potential IP opportunities				
		Oversee systems and processes to manage IP related to AI solutions and/or models				
		Act as a subject matter expert and resource person for infringements against the organisation's IP related to AI solutions and/or models				
	Build strategic relationships	Build strategic relationships and alliances with key business and industry stakeholders, and partners to achieve organisational objectives and maximise the value of investments				
		Develop stakeholder management plans to create shared vision and objectives on the use of data and AI in the organisation				
		Lead engagement initiatives with key leaders and senior stakeholders to obtain buy-in for data and AI initiatives				
		Source for data analytics opportunities for the business and ensure data and info compliance with business policies and external legal requirements				
	Develop organisation's data and AI capabilities	Develop strategies and plans to build capabilities within the AI function				
		Drive talent management initiatives to attract, motivate and retain talent for AI teams				
		Ensure AI solutions and deployment is guided by organisation's corporate values				
		Lead succession planning and management for key leadership roles in the AI function				
	Skills and Competencies	Technical Skills and Competencies		Generic Skills and Competencies		
		Budgeting		Level 6	Problem Solving	Advanced
Business Agility		Level 6	Communication	Advanced		
Business Continuity		Level 6	Interpersonal Skills	Advanced		
Business Risk Management		Level 6	Leadership	Advanced		
Change Management		Level 6	Service Orientation	Advanced		
Data Ethics		Level 6				
Data Governance		Level 6				
Data Strategy		Level 6				
Enterprise Architecture		Level 6				
Emerging Technology Synthesis		Level 6				
IT Governance		Level 6				
IT Standards		Level 6				
Organisational Analysis		Level 6				
Performance Management	Level 6					

	Quality Standards	Level 6	
	Research	Level 5	
	Sustainability Management	Level 6	
	Stakeholder Management	Level 6	
	Strategy Planning	Level 6	
Programme Listing	For a list of Training Programmes available for the ICT sector, please visit: www.skillsfuture.sg/skills-framework/ict		

The information contained in this document serves as a guide.