

FACTSHEET ON SWDA'S CAREER CONVERSION PROGRAMME

Skills and Workforce Development's Career Conversion Programmes (CCPs) help employers broaden their talent pool by reskilling mid-career new hires or existing employees into growth job roles with good longer-term prospects with salary support of up to 90%.

1) CCP Modes:

- a) Place-and-Train: Company hires jobseeker and puts the individual through on-the-job training (OJT) to take on a new growth job role.
- b) Attach-and-Train: Company acts as host employer to provide jobseeker with training and work attachments, in growth jobs roles where there are good prospects for placement.
- c) Job Redesign (JR) Reskilling: Company sends an existing employee for reskilling, to take on growth job roles aligned to the Jobs Transformation Maps (JTM's).

Growth job roles are emerging or good job opportunities with long-term prospects for progression, identified in each sector based on industry transformation trends and future workforce needs.

The types of training that mid-career individuals would undergo through the CCPs are broadly summarised in Table 1 below.

Table 1: Types of CCP Training

Job Role Conversion	Broad Types of CCP Training	CCP Duration
New job role in a different sector	<ul style="list-style-type: none"> - Structured On-the-Job-Training (OJT) - External Training 	Typically ranges from 3 months to 6 months, depending on the programme and job requirements
Different job role within sector		
Different or redesigned job role within same company (JR-Reskilling CCPs only)		

2) Coverage of CCPs

SWDA currently offers CCPs in around 30 sectors to help mid-career jobseekers or existing employees reskill and take on new job roles with good prospects and

opportunities for progression. They are developed in close collaboration with relevant stakeholders such as Sectoral Agencies and Industry Partners.

The CCPs support reskilling in growth job roles aligned with the sectoral development and trends identified within the JTM. New CCPs will also be introduced over time through our continued collaboration with our industry partners.

Since April 2025, CCPs have been enhanced to support the reskilling of mid-career new hires and existing employees taking on growth jobs with flexi-load arrangements, which includes varied workloads or reduced working hours, as long as they are employed in a growth role on permanent terms or contract terms of at least a year.

3) Benefits of CCPs

- Facilitate recruitment of career switchers to meet employers' manpower needs
- Help mid-career individuals to reskill and take on new job roles
- Leverage structured industry-recognised training
- Reskill existing employees to take on new growth job roles aligned with JTMs
- Tap on Government funding through Salary Support / Training Allowance

4) Funding Support

Place-and-Train CCPs and JR-Reskilling CCPs

- a. SWDA funding support will be provided to Employers.
- b. Employers will co-fund the remaining salary.

Table 2: Funding Rates for Place-and-Train CCPs / JR-Reskilling CCPs

SWDA's Funding to Employers	Standard Rate (SCs/PRs below age of 40)	Enhanced Rate
Salary Support*	Up to 70% of Monthly Salary for CCP training duration (capped at \$5,000 per month)	Up to 90% of Monthly Salary for CCP training duration (capped at \$7,500 per month) For Long-term Unemployed ¹ Singapore

¹ Long-term Unemployed (LTU) is defined as being unemployed and actively seeking employment for six months or more.

		Citizen (SC)/ Permanent Resident (PR) trainees Or Mature ² SC/PR trainees
--	--	---

* For selected CCPs where facilitated/structured training is required for individuals to undergo career conversion, course fee subsidy of 70% will be provided. Where applicable, employers can receive a 20% course fee subsidy top-up from SkillsFuture Mid-Career Enhanced Subsidy for mature SCs, or a 20% course fee subsidy top-up from Enhanced Training Support for SMEs for SME-sponsored SC/PR employees.

Attach-and-Train CCPs

- a. SWDA’s funding support will be provided to Trainees.
- b. Hosting Employers will co-fund at least an additional 10% of prevailing salary

Table 3: Funding Rates for Attach-and-Train CCPs

SWDA’s Funding to Trainees	Standard Rate (SCs below age of 40/PRs)	Enhanced Rate (SCs aged 40 and above)
Training Allowance*	<p><u>SWDA’s funding for AnT training duration</u> Between 50 - 70% of Prevailing Salary# (capped at \$5,000 per month)</p> <p><u>Co-funding by hosting employer</u> At least an additional 10% of Prevailing Salary#</p>	

* For selected CCPs where facilitated/structured training is required for individuals to undergo career conversion, course fee subsidy of 70% will be provided. Where applicable, employers can receive a 20% course fee subsidy top-up from SkillsFuture Mid-Career Enhanced Subsidy for mature SCs.

Based on jobs the trainee is being prepared for, to be determined by SWDA for each Attach-and-Train CCP

5) Eligibility Criteria

Interested mid-career individuals and companies will need to meet the following criteria:

² Mature trainee is defined as being aged 40 and above.

Mid-career individuals:

- Singapore Citizen or Permanent Resident
- Minimum 21 years old
- Graduated, or completed National Service, for at least 2 years³
- Career conversion is required --
 - a) New Hire: New job role trained for under the CCP should be substantially different from previous job role(s)⁴,
 - b) Existing Employee: New job role should be growth job roles identified under the JTM

Beyond the general eligibility criteria, different CCPs may have additional course-specific entry requirements, and employers may apply their own shortlisting process.

In general, individuals applying for CCPs should also not be:

- Shareholders of the CCP participating company, or its related entities
- Related to individuals in the CCP participating company who have the authority to make decisions in relation to the CCP application
- Immediate ex-staff of the CCP participating company or its related entities
- Related to the owners of the CCP participating company

Please refer to the FAQs for more details on these exclusions.

Companies:

Place-and-Train / Job Redesign (JR) Reskilling:

The participating company must fulfill the following criteria:

- Registered or incorporated in Singapore
- Must be able to offer an employment contract on permanent terms or on contract terms that are no less than one (1) year, directly related to the job which the CCP is for, with remuneration that is commensurate with the market rate

³ This will be counted from the date of graduation from latest qualification, or date of completion of national service, whichever is later.

⁴ CCPs are geared towards helping mid-career individuals acquire skills to change careers. Hence, there is a requirement for career conversion when mid-career individuals undergo a CCP. However, individuals who have a continuous employment gap of at least 2 years prior to CCP commencement will be allowed to apply for CCP job roles similar to their previous jobs.

- Commit to the CCP training arrangements for the mid-career individuals that they have selected
- Be committed to work with SWDA or its appointed partner on the necessary administrative matters related to the programmes

Attach-and-train:

Hosting employers will need to meet the following criteria:

- Registered or incorporated in Singapore
- Offer full-time attachment positions directly relevant to identified Attach-and-Train CCP job occupations
- Commit to Attach-and-Train CCP training arrangements
- Be committed to work with SWDA or its appointed partner on programme administrative requirements

6) How to Apply?

Interested individuals can apply for CCP-supportable job opportunities on MyCareersFuture, where job postings will indicate the relevant CCP. Interested employers can explore the various CCPs available and register for them at the SWDA website.