

Specification of Competency Standards for the Retail Banking

Unit of Competency

Retail Banking Operations and Support > 2.2 Secured and Unsecured Loan Processing

Title	Conduct valuation or monitor external vendors to process the valuation on the collateral of customers
Code	107343L4
Range	Processing valuation of full spectrum of asset classes, including equity, fixed income, cash liquidity, currency, unit trust fund, and real estate properties, etc. for the purpose of handling loan applications for customers of retail banking
Level	4
Credit	3
Competency	<p>Performance Requirements</p> <ol style="list-style-type: none"> 1. Understand and use appropriate valuation methods for different asset classes Be able to: <ul style="list-style-type: none"> • Apply highly developed analytical and quantitative skills to capture a thorough understanding of financial markets, securities, real estate properties and all other asset types' valuation • Deliver a clear and concise methodology on customer asset valuation under significant uncertainty • Follow guidelines and standard operational processes on the valuation of the full spectrum of asset classes, including equity, fixed income, cash liquidity, currency, unit trust fund, real estate properties, etc. 2. Collect data useful for collateral asset valuation Be able to: <ul style="list-style-type: none"> • Collate specific data on asset valuation from different sources and prepare updated reports periodically • Collect and maintain documentation that supports new and revised property valuations • Use different methods to collect general information on asset values for the purpose of conducting research on current market trends and future outlooks • Respond to clients' queries promptly, liaise with related parties for clients' requests on collateral valuations 3. Execute valuation professionally and based on the result to assist credit line offering to customers Be able to: <ul style="list-style-type: none"> • Monitor external vendors to execute the evaluation by assessing recent market prices of local area real estate, together with proven methods and procedures for analyzing comparable properties to establish an estimated fair market value • Conduct property valuation together with external vendors in accordance to the established policies on property foreclosure (e.g. selling of foreclosure, etc.) of the bank; take necessary steps to ensure all internal and external rules, compliance, regulations are met and general banking industry practices and standards are followed during the processes of valuation • Execute valuation of non-real estate property assets by assessing recent market prices of different types of assets, together with proven methods and procedures for analysis to establish an estimated fair market value of the collateral; take steps to ensure the assessed value is equitable and interests of all parties are protected • Provide recommendations on offering of facilities or credit lines for new customers and existing accounts based on valuation results

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Assessment Criteria	The integral outcome requirements of this UoC are: <ul style="list-style-type: none">• Collection of data useful for asset collateral valuation by using different methods• Execute valuation processes or monitor external vendors to execute the processes by assessing fair market values of different types of assets, together with proven methods and procedures
Remark	