

Specification of Competency Standards for the Retail Banking

Unit of Competency

Other Core Generic Competences > 10.3 Resources Management

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| Title | Plan for resources allocation |
| Code | 107606L5 |
| Range | Develop the resources management plan of a particular business area. This applies to arrangement of different kinds of tangible and intangible resources for different business departments or units |
| Level | 5 |
| Credit | 4 |
| Competency | <p>Performance Requirements</p> <ol style="list-style-type: none"> 1. Evaluate resources required by the bank <ul style="list-style-type: none"> Be able to: <ul style="list-style-type: none"> • Plan, deploy and review resources strategically to meet current and future needs of the business development • Identify various resource needs of different business units or departments and prioritize them; make recommendations and evaluate request for resources acquirement 2. Allocate resources to different departments / business units <ul style="list-style-type: none"> Be able to: <ul style="list-style-type: none"> • Allocate resources according to the bank's strategies in order to achieve the bank's objectives and ensure optimal utilization • Review key policies and procedures strategically to attain cost effectiveness and sustainable development of the bank • Review policies and procedures regularly to maximise resources utilization • Conduct resources utilization forecast and variance analysis for efficient and effective deployment of the bank's resources which include financial resources, inventory, work skills, information technology, equipment / facilities, space and so on 3. Exhibit professionalism <ul style="list-style-type: none"> Be able to: <ul style="list-style-type: none"> • Allocate resources equitably according to different parties' responsibilities under the bank's business plans and ensure optimal distribution and utilization |
| Assessment Criteria | <p>The integral outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> • Resources allocation plan of different kinds of resources for different departments or units in a particular business area. The allocation should be aligned with the overall business targets of the bank, the roles of different departments and units, principles of cost-effectiveness etc. |
| Remark | |