

Specification of Competency Standards
for the Banking Industry
Unit of Competency

Functional Area - 11. Other Generic Competencies
(Key Function – 11.1 Business Goal Management)

Title	Lead project team members to achieve assigned tasks
Code	109588L4
Range	Demonstrating high aspiration to accomplish the assigned work. This applies to individual performance of employees with different roles and indifferent kinds of projects.
Level	4
Credit	3 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Knowledge in the Subject Area</p> <p>Be able to:</p> <ul style="list-style-type: none"> • Demonstrate clear understanding of the roles and responsibilities of the project team leader and project members by clear articulation through regular communication; • Comprehend the knowledge of team management process and team motivation principles; • Understand the strengths of the project team members and areas requiring further support. <p>2. Applications</p> <p>Be able to:</p> <ul style="list-style-type: none"> • Define the expected outcomes and reporting mechanism of the assigned tasks and well communicate to the respective project team members; • Review the progress of the assigned tasks on regular basis and provide feedback timely; • Provide adequate support to team members as per their needs for achieving the assigned tasks; • Apply the motivation strategies to motivate the project team members in according to their motivators and adopt appropriate recognitions for driving performance excellence. <p>3. Professional Behaviour and Attitude</p> <p>Be able to:</p> <ul style="list-style-type: none"> • Remain resilient and stay positive when encountering difficulties in dealing with performance or staff issues; • Manage the team performance regularly and timely in order to identify issues as early as possible.
Assessment Criteria	<p>The integral outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> • Completion of assigned tasks through an established reporting and review mechanism and employing an effective motivation strategy.
Remark	