

Specification of Competency Standards
for the Fashion Industry
Unit of Competency

Functional Area - Laundry Services

Title	Improve process efficiency
Code	110347L5
Range	Improve the business or production processes of laundry services to increase efficiency. This applies to individuals who are required to analyse the current business or production processes of laundry services so as to identify opportunities for improvement and assist in increasing efficiency.
Level	5
Credit	3
Competency	<p>Performance Requirements</p> <p>1. Knowledge in the subject area</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • possess in-depth knowledge in the business operation or production processes of laundry services • understand the methods and principles that can increase the business or production process efficiency of laundry services • outline the common causes for low efficiency in the business or production processes of laundry services (e.g. waiting, wearing off) • evaluate the critical success factors and potential barriers to implementation of process efficiency improvement in the organisation (e.g. equipment, training) <p>2. Application and process</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • analyse the current business operation or production processes of laundry services • identify the low-efficiency sections in the workflow or the areas in need of improvement • evaluate for the causes of low efficiency or the rooms for improvement and determine the improvement targets and goals • consult related parties to explore the kinds of improvement measures that can fit actual business operation or production conditions • develop both improvement programmes and implementation plans • conduct trial runs and collect feedback or assess the effectiveness of the improvement programmes and measures for the sake of making the needed amendments, if necessary • coordinate with related parties to implement and put into effect the improvement programmes and measures <p>3. Exhibit professionalism</p> <p style="padding-left: 40px;">Be able to</p> <ul style="list-style-type: none"> • fully consider the necessity and reasonable arrangement of different sections or areas in the business or production processes when developing improvement programmes • keep up to date on the latest methods for increasing the business or production process efficiency of laundry services
Assessment Criteria	<p>The integrated outcome requirements of this UoC are the abilities to accomplish:</p> <ul style="list-style-type: none"> • Analysing the current business or production processes of laundry services so as to identify opportunities for improvement and assist in increasing efficiency.
Remark	