

Specification of Competency Standards for Human Resource Management

Unit of Competency

Title	Validate effectiveness and efficiency of the system
Code	107036L5
Range	Reviewing system performance on acquiring, storing, manipulating, analysing, retrieving and distributing human resource information within the organisation. This applies to the implementation of system evaluation with major stakeholders for maintaining effective and efficient system performance to meet the business requirements defined by key users in the organisation.
Level	5
Credit	5
Competency	<p>Performance Requirements</p> <ol style="list-style-type: none"> 1. Knowledge in the Subject Area <ul style="list-style-type: none"> • Understand the importance of a structured evaluation of HRMS / HRIS in assessing system effectiveness and efficiency • Understand the methodologies of measuring effectiveness and efficiency of HRMS / HRIS (e.g. percentage of cost savings) 2. Applications and Processes <ul style="list-style-type: none"> • Define clear objectives of system evaluation and set parameters to evaluate effectiveness and efficiency of the system • Deploy appropriate tools and measurement standards agreed by major stakeholders (e.g. designated vendor) for system evaluation • Develop action plan with schedule for system evaluation • Implement follow-up actions with major stakeholders after system evaluation 3. Professional Behaviour and Attitude <ul style="list-style-type: none"> • Regularly conduct system review and provide reports for senior management's review and system enhancement
Assessment Criteria	<p>The integrated outcome requirements of this UoC are:</p> <ul style="list-style-type: none"> • Establishment or deployment of appropriate mechanism for validating effectiveness and efficiency of the system. • Execution of system evaluation in accordance with the predefined process and evaluation mechanism. • Execution of post system review action plan.
Remark	