

Unit of Competency**Functional Area: Sales and Merchandising**

Title	Manage production
Code	105274L4
Range	This unit of competency is applicable to practitioners in the import and export industry to manage the production operations in transforming tangible and intangible inputs to products.
Level	4
Credit	6 (for reference only)
Competency	<p>Performance Requirement</p> <ol style="list-style-type: none"> 1. Possess knowledge of production management <ul style="list-style-type: none"> • Deal with the production activities to transform intangible inputs and tangible inputs to products • Use a range of management skills to manage processes and methods to produce products 2. Plan and co-ordinate production <ul style="list-style-type: none"> • Identify the goals of production requirements, e.g. customer requirements, budget constraint, product quality standard • Plan and co-ordinate the provision of intangible inputs, including product knowledge and technical information • Plan and co-ordinate the procurement of tangible inputs, including raw materials and semi-finished products • Plan and allocate such resources as production facilities, equipment, machines, and tools • Establish production process and safe working environment guidelines to produce products • Set production schedule to produce products to response in customer orders • Provide solution to routine and non-routine problems arising in production processes • Co-ordinate production activities to handle materials, parts, assemblies, and sub-assemblies • Control such activities as production schedule, production cost, inventory level, and product quality • Manage waste to prevent inefficient use of resources consumed 3. Manage production effectively <ul style="list-style-type: none"> • Set production performance standards, e.g., productivity, input/output ratio, rate of back order, and budget • Compare actual performance with the standard • Review and modify procurement of inputs and production processes to produce products
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> • Capable of dealing with issues to transform inputs into products • Capable of managing production effectively • Capable of evaluating production performance
Remark	