Specification of Competency Standards
for the Logistics Industry
Unit of Competency

Functional Area - Planning and Design of Logistics Solutions

Title	Storage and cargo hub control of courier and express cargo transaction
Code	LOAFPD201B
Range	This unit of competency is applicable to freight forwarders, courier and express companies and logistics service providers. Practitioners should be capable to manage the storage and cargo hub control of courier and express cargo transaction in a suitable environment so as to minimise loss and control cargo transaction as per company's requirement.
Level	2
Credit	6 （For Reference Only）
Competency	Performance Requirements 1. Possess basic knowledge of courier and express cargo storage and handling in cargo hub • Know about different types and characteristics of courier and express cargo • Know about different types of classification of courier and express cargo and relevant storage requirements of individual type of cargo • Know about the packaging, labelling and markings requirements for courier and express cargo as per company's policy • Understand the courier and express cargo hub procedure, restrictions and requirement like cargo storage and time limit, aviation industry's freight operation standard, etc. • Understand relevant legislative and regulatory requirement of different associations and government departments • Know about the procedures of handling, sorting, equipment required and their limitations in courier and express cargo hub 2. Arrange for courier and express cargo storage and handling in hub • Receive cargo as per daily receiving information and check the cargo condition against documents • Prepare the storage location as per cargo specification • Prepare special arrangement for specific cargo categories like ventilation storage, frozen goods storage, DG storage, valuable goods storage, etc. • Provide storage space for sorting purposes • Prepare and complete documents if required and input information of cargo document in the warehousing management system • Arrange bulk packing and delivery of goods as per flight time • Follow guidelines and KPI to perform cargo sorting, storage, labelling and other requirement as per company's procedure and policy
Assessment Criteria	The integrated outcome requirements of this unit of competency are: • Capable to manage the courier and express cargo storage management in cargo hub; and • Capable to arrange cargo operations in cargo hub as per company's procedure and policy
Remark	