

Specification of Competency Standards
for the Logistics Industry
Unit of Competency

Functional Area - Cargo Transport and Handling

Title	Manage logistics centre operations
Code	LOCUCT506B
Range	This unit of competency is applicable to logistics service providers. Practitioners should be capable of managing logistics centre operations with reference to relevant operating procedures and workplace requirements.
Level	5
Credit	3 (For Reference Only)
Competency	<p>Performance Requirements</p> <ol style="list-style-type: none"> 1. Possess the knowledge of logistics centre operations <ul style="list-style-type: none"> • Know about the operations of logistics centres • Understand the operating environment of logistics related industries • Understand company policy and requirements • Understand the concept of continuous improvement • Understand the safety and relevant regulatory requirement 2. Organise manpower resources personnel <ul style="list-style-type: none"> • Identify required resources • Organise equipment, machinery and personnel to facilitate a safe and efficient logistics centre operation • Liaise with relevant personnel to ensure the availability of resources • Identify options and substitution with more cost effective options 3. Identify and manage potential risks <ul style="list-style-type: none"> • Identify potential risks and implement appropriate solutions in accordance with workplace procedures • Provide advices to site supervisors of potential risk and • Remove potential risks from working areas to ensure safety and efficient operations 4. Monitor work performance and progress <ul style="list-style-type: none"> • Monitor operations and performance to ensure work is performed in accordance with established guidelines and procedures • Monitor methods and procedures of work and refine operations in consultation with relevant personnel • Monitor work performance rates to prevent delays and ensure programme objectives are met • Monitor work practices to ensure compliance with regulatory requirements and safety codes • Monitor environmental conditions to maintain safe working conditions • Develop key performance indicators and measurement to ensure the compliance according to the company policy 5. Manage logistics centre effectively <ul style="list-style-type: none"> • Establish measurable performance standards and continuous improvement • Use effective tools to review the performance of logistics centre on a regular basis • Provide effective recommendations to ensure work is performed in accordance with established performance

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	<ul style="list-style-type: none">• Apply tools to improve the overall quality management like TQM, Lean Sigma, etc.• Use of automation to maximize the effectiveness and efficiency
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none">• Capable of organising resources to operate logistics centres;• Capable of identifying, assessing and managing risks arising from the operations of logistics centre;• Capable of monitoring work performance and progress in accordance with workplace guidelines and procedure; and• Capable of developing measurable performance standard and review periodically the effectiveness of logistics centre
Remark	