

Specification of Competency Standards
for the Manufacturing Technology Industry
Unit of Competency

Functional Area - Product Manufacturing

Title	Supervise Production
Code	106384L3
Range	This unit of competency is applicable to production departments of manufacturing technology corporation. Practitioners should be capable to coordinate production flow and human resources, under all kinds of expected and regular circumstances, carry out supervising production.
Level	3
Credit	3 (For Reference Only)
Competency	<p>Performance Requirements</p> <p>1. Understand relevant knowledge of supervising production</p> <ul style="list-style-type: none"> • Understand production plan and production control definition. • Understand basic manufacturing technology. • Understand all production process. • Understand the production flow of different components and finished products. • Understand shipping order requirements of production/ assembled finished products. • Understand supervision management skills, including communication skills and leadership skills etc. <p>2. Supervise production</p> <ul style="list-style-type: none"> • Train and strengthen the communication capability of staff • Supervise and train subordinates, so as to raise production skills and efficiency • Build team spirit among staff • Build reward and punishment system, encourage staff and develop their enthusiasm and develop sense of responsibility • under all kinds of expected and regular circumstances, manage and control the material manufacturing flow of components and finished products. • According to the requirements of shipping bills, carry out production components or assembled finished products <p>3. Professional handling of supervising production.</p> <ul style="list-style-type: none"> • Follow the safety guidelines of "Occupational Safety and Health Ordinance", supervise production.
Assessment Criteria	<p>The integrated outcome requirements of this unit of competency are:</p> <ul style="list-style-type: none"> • Capable to master products or components production flow and human resources coordination, under all kinds of expected and regular circumstances, carry out supervising production. • Capable to manage staff and raise productivity.
Remark	