Specification of Competency Standards
for the Property Management Industry
Unit of Competency

Functional Area - Facility Management relating to a Property

Title	Know applications on building management and smart facilities
Code	110544L1
Range	Application of software or applications to perform duties in management of building and facilities, applicable to frontline staff in knowing the applications on building management and smart facilities
Level	1
Credit	1
Competency	Performance Requirements 1. Know the applications • Be able to know the basic skills in using software or applications in managing a building or facility 2. Use the applications • Be able to use the applications to search for information when patrolling and inspecting the building, facilities, or providing customer services, and able to input data that needs to be recorded • Be able to be alerted by the signal provided by the management software or applications and report to superiors immediately
Assessment Criteria	The integral outcome requirements of this UoC are: • Be able to know the basic skills in using software or applications in managing building and facilities; and • Be able to use the software or applications while performing daily duties, to search for information and input data, and report to superiors immediately when alerted by signals from the management systems.
Remark	