

**Specification of Competency Standards**  
**for the Retail Industry**  
**Unit of Competency**

Functional Area - Human Resources Management

Title	Plan e-business corporate human resources
Code	107277L6
Description	Analysis of the needs and supply of future personnel of the corporate, and to formulate the necessary policies and measures to ensure to obtain all the necessary personnel for the job needs. Support the corporate long-term sustainable development and interests.
Level	6
Credit	3 ( For Reference Only )
Competency	<p>Performance Requirements</p> <p>1. Master the concept and characteristics of human resource planning in e-business corporate</p> <ul style="list-style-type: none"> <li>• Understand the concept of human resource planning</li> <li>• Understand the importance of human resource development</li> </ul> <p>2. Develop strategy to optimize human resource planning</p> <ul style="list-style-type: none"> <li>• Optimize the staffing of the human resources department</li> <li>• Analyse the importance of each position</li> <li>• Improve the training mechanism to meet the training requirements of employees at all levels</li> <li>• Establish reasonable and effective incentive method</li> <li>• Strengthen the establishment of corporate culture</li> </ul> <p>3. Exhibit professionalism</p> <ul style="list-style-type: none"> <li>• Ensure that the corporate human resources plan could retain talent and to avoid the emergence of manpower shortage situation.</li> </ul>
Assessment Criteria	<p>The integrated outcome requirement of this UoC is the ability to:</p> <ul style="list-style-type: none"> <li>• Master the concept and characteristics of human resource planning for e-business corporate.</li> <li>• Develop and optimize the human resources strategy for e-business corporate.</li> </ul>
Remark	