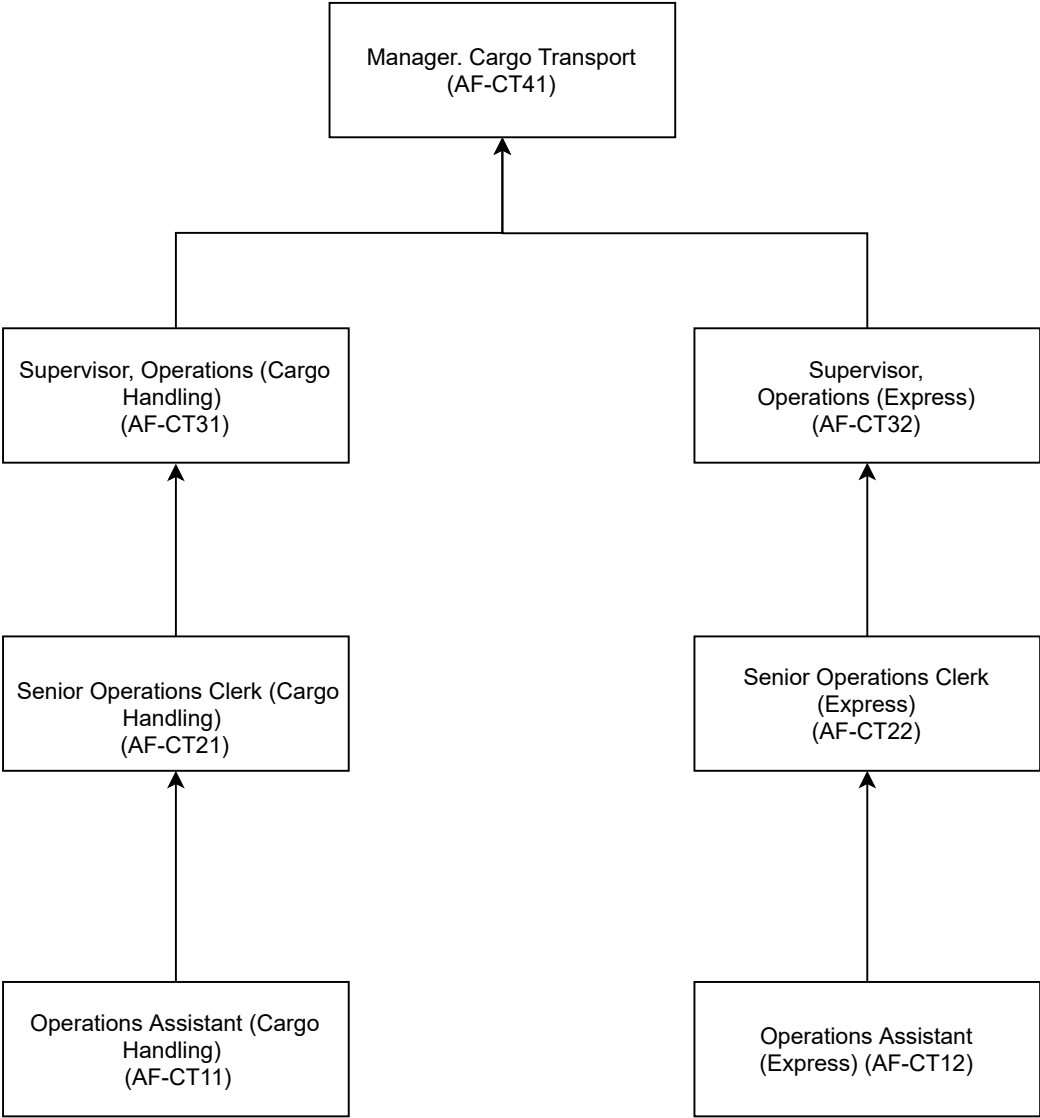


Progression Pathway for the Logistics Industry (Airfreight and Express)

Cargo Transport and Handling (CT)

AIR

EXPRESS



Cargo Transport and Handling

Position	Manager, Cargo Transport (AF-CT41)		
Duties	<ul style="list-style-type: none"> • Handle daily cargo transportation process to ensure smooth and efficient operation • Manage and ensure the operations comply with key performance indicators (KPI) and standard operating procedures (SOP) • Handle customer' enquiries and complaints • Cooperate with other departments to achieve operational goals • Manage the performance of sub-contractors • Compile reports and provide training • Arrange the use of resources and budget allocation • Implement the overall cargo transportation strategy 		
	Core Competency	Code	Credit
	Manage freight transfers	LOCUCT504B	6
	Organise cargo operations	LOCUCT403B	3
	Manage quarantine procedures	LOCUCT404B	6
	Implement cargo operations regulations	LOCUCT406B	3
	Coordinate point-to-point cargo transport connection	LOCUCT401B	6
	Evaluate and calculate workload for cargo handling	LOCUCT402B	6
	Coordinate air cargo loading/unloading	LOAFCT403B	6
	Handle air freight discrepancies	LOAFCT404B	3
	Total Credits		39

Position	Supervisor, Operations (Cargo Handling) (AF-CT31)		
Duties	<ul style="list-style-type: none"> • Ensure the smooth daily operation of the company • Maintain efficient aviation operations • Provide efficient service and document processing • Assign employees to handle different tasks • Provide improvement plan • Evaluate the service quality of sub-contractors and airlines • Monitor employees' performance 		
	Core Competency	Code	Credit
	Coordinate air cargo consolidation	LOAFCT301B	6
	Plan air cargo consolidation	LOAFCT303B	6
	Arrange documentations for cargo consolidation and coordinate air cargo consolidation	LOAFCT304B	6
	Coordinate deployment of aircraft unit load device	LOAFCT305B	6
	Record air freight incidents	LOAFCT306B	6
	Deploy aircraft unit load device	LOAFCT307B	3
	Deliver and receive DG (Dangerous Goods)	LOAFCT308B	6
	Handle special air cargo	LOAFCT309B	6
	Handle live animals transport and storage	LOAFCT310B	6
	Handle dutiable air cargo	LOAFCT311B	3
	Handle air freight cancellation procedures	LOAFCT312B	3
	Verify the air cargo complies with air cargo acceptance requirements	LOAFCT313B	6
	Handle unclaimed air cargo	LOAFCT314B	3
		Total Credits	66

Position	Senior Operations Clerk (Cargo Handling) (AF-CT21)																																												
Duties	<ul style="list-style-type: none"> • Maintain efficient aviation operations • Provide efficient service and document processing • Provide improvement plan • Evaluate the service quality of sub-contractors and airlines • Provide quality customer service 																																												
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Position	Operations Assistant (Cargo Handling) (AF-CT11)		
Duties	<ul style="list-style-type: none"> • Maintain efficient aviation operations • Provide efficient service and document processing • Provide quality customer service 		
	Core Competency	Code	Credit
	Use air freight terms, codes and abbreviations	LOAFCN101B	3
	Know the label, marking, types and basic packaging requirements for air cargo	LOAFCN102B	3
	Non-core Competency	Code	Credit
	Sort air cargo	LOAFCT221B	3
	Total Credits		9

Position	Supervisor, Operations (Express) (AF-CT32)																																			
Duties	<ul style="list-style-type: none"> • Ensure the smooth daily operation of the company • Maintain efficient aviation operations • Provide efficient service and document processing • Assign employees to handle different tasks • Provide improvement plan • Evaluate the service quality of sub-contractors and airlines • Monitor employees' performance • Provide effective delivery according to quantity of goods • Plan regional distribution routes 																																			
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Position	Senior Operations Clerk (Express) (AF-CT22)																																
Duties	<ul style="list-style-type: none"> • Maintain efficient aviation operations • Provide efficient service and document processing • Provide improvement plan • Evaluate the service quality of Sub-contractors and airlines • Provide quality customer service 																																
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	Perform repair and maintenance of aircraft unit load device	LOAFCT220B	3																														
	Total Credits		48																														

Position	Operations Assistant (Express) (AF-CT12)		
Duties	<ul style="list-style-type: none"> • Provide efficient delivery services and document processing • Provide quality customer service 		
	Core Competency		
		Code	Credit
	Collect and deliver express items	LOAFCT110B	6
	Measurement of courier and express cargo weight and dimensions	LOAFCT227B	3
	Apply courier and express cargo concepts and knowledge	LOAFCT228B	3
	Conduct calculation of courier and express related weights and measures, currencies and time zones	LOAFCT229B	3
	Maintenance of handling courier and express cargo equipment	LOAFCT315B	6
	Non-core Competency		
		Code	Credit
	Use air freight terms, codes and abbreviations	LOAFCN101B	3
	Know the label, marking, types and basic packaging requirements for air cargo	LOAFCN102B	3
	Total Credits		27