

## (3) Mapping of UoCs for Technical Foreman

QF Level	Job Title	Technical Foreman		
3	Job Descriptions	Supervise subordinates to perform general repair and maintenance duties, organize repair and maintenance work of a building, monitor the repair and maintenance works of contractors, lead subordinates to carry out safety measures, assign appropriate staff to suitable posts, purchase, check and accept materials upon delivery, maintain all maintenance works records, etc.		
		Name of the Specification of Competency Standards, UoCs	Code	Credits
		Supervise subordinates in handling individual emergency cases	PMZZEM302A*	3
		Supervise subordinates in carrying out fire prevention measures in a building	PMZZEM303A*	3
		Purchase materials and support the process of repair and maintenance work by contractors according to instructions	PMZZBM205A	1.5
		Organize repair and maintenance work of a building	PMZZBM301A	3
		Provide initial views on improvements and enhancements to the state of a building	PMZZBM302A	1.5
		Check and accept materials upon delivery and follow up on repair and maintenance works of contractors	PMZZBM303A	3
		Assign appropriate staff to be on duty at different posts, arrange shift duties and on-the-job training	PMZZHR301A	1.5
		Supervise a property management team to complete relevant tasks	PMZZHR302A	3
		Lead subordinates to carry out safety measures in property management work	PMZZHR303A	1.5
		<b>Total</b>		<b>21</b>
		<b>Proposed new areas for formulating new UoCs:</b>		
➤ Collect and audit all maintenance works records				

**Remarks:** \*The name of the specified UoCs is required to be adjusted or rephrased to describe the relevant competency standards.