

Specification of Competency Standards
for the Logistics
Unit of Competency.

Common Unit of Competency (applicable in various functional areas)

Title	Provide support to talent development and manage employee performance
Code	111011L4
Range	This unit of competency is applicable to transport logistics companies. Practitioners should be capable to participate in building a workplace where attracts talent as well as fosters career satisfaction and professional growth. If employee performance is not as good as expected, proactively identify the root causes and solutions to fill the performance gap.
Level	4
Credit	4 (<i>Indicative Only</i>)
Competency	Performance Requirements - Possess the knowledge of human capital - Regard talent as the company's capital which has the same position and importance as tangible capital in economic development - Understand different development needs and plans so as to assist employees in career development and enrich the company's human resource pool - Understand the common characteristics of unsatisfactory performance and solutions for improvement as an important part of a complete performance management process - Provide support to talent development - Provide support proactively to establish a workplace where allows employees to gain career satisfaction and professional growth according to the company's history, vision, mission, core value, strategy, culture, career development opportunities, etc. - Assist employees in career development based on different individual development needs and plans - Manage employee performance - Provide suggestions to the company on addressing unsatisfactory performance or significant capability gaps; implement the suggestions once accepted - Work with Human Resource Department to assist employees in translating identified performance gaps into their personal development plans - Be prepared and participate in performance feedback sessions in accordance with the company guidelines (if applicable)
Assessment Criteria	The integrated outcome requirements of this unit of competency are: - Share the company's career development opportunities with employees proactively so as to retain talents and strengthen the company's human capital; - Assist employees in career development based on different individual development needs and plans; and - Manage performance for employee career development and the company's talent pool.
Remark	