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| Title | **Manage work and personnel in a MHP plant** |
| Level | **4** | **Credits** | **9** |

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| Purpose | This competency standard is intended for people in a senior position who manage work teams in a Micro Hydel Power (MHP) plant. People holding credit for this competency standard are able to: Induct new employees; receive and disseminate information; motivate employees and monitor performance; and provide technical support to individual or team. |

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| Classification ISCED | 0713 Electricity and energy |

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| Available grade | Competent / Not yet competent |

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| Modification history | N/A |

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| **Competency Unit** | **Performance Criteria** | **Knowledge and Understanding** |
| **B1:** **Induct new employees** | Trainee will be able to:**P1-** Communicate workplace operational and safety procedures, and policies to employees**P2-** Induct staff on MHP design and structure, and technical operations | **K1-** Operational and safety procedures, policies**K2-** MHP design and structure, technical operation requirements |
| **B2:** **Receive and disseminate information** | Trainee will be able to:**P1-** Receive and disseminate information and instructions**P2-** Communicate instructions to employees**P3-** Assign roles and responsibilities **P4-** Ensure instructions, roles and responsibilities are understood | **K1-** Means of communication**K2-** Roles and responsibilities of employees**K3-** Time and quality requirements |
| **B3:****Motivate employees and monitor performance** | Trainee will be able to:**P1-** Maintain a positive and challenging working climate**P2-** Monitor performance of employees and teams, and take corrective actions**P3-** Provide constructive feedback**P4-** Assist staff in identifying their development needs | **K1-** Methods to motivate individual and a team**K2-** Performance appraisal |
| **B4:****Provide technical support to individual or team** | Trainee will be able to:**P1-** Analyse report or other feedback from individual or team**P2-** Identify and analyse backlog or problem**P3-** Identify problem-solving method**P4-** Solve problem in collaboration with individual or team | **K1-** Problem-solving methods, troubleshooting, fault-finding**K2-** Methods of effective teamwork |