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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 |