

ONBOARD

FUNCTIONAL PROFILE FOR TECHNICIAN ON PORTS AND LOGISTICS WITH DIGITAL SKILLS | EQF 4

DESIGN OF THE
FUNCTIONAL PROFILES
AND JOIN CURRICULA
FOR THE PORTS AND
LOGISTICS SECTOR

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FUNCTIONAL PROFILE

“Technician on ports and logistics with digital skills”^{1 2}

EDUCATION AND TRAINING AREA: 840 – “Transport services”

EQF (EUROPEAN QUALIFICATION FRAMEWORK): 4

NQF (NATIONAL QUALIFICATION FRAMEWORK - IRELAND): 5

NQF (NATIONAL QUALIFICATION FRAMEWORK - PORTUGAL): 4

NQF (NATIONAL QUALIFICATION FRAMEWORK – UNITED KINGDOM): 4

¹ ISCO: 33 - Business and administration associate professionals | 333 - Business services agents

² The designation of the qualification will differ depending on the EQF Level.

IDENTIFICATION OF THE QUALIFICATION

Technician on ports and logistics with digital skills

GENERAL DESCRIPTION OF THE QUALIFICATION

Organize and control the transport and storage of goods, optimizing the logistics process, according to established technical, legal and contractual specifications, ensuring the safety, integrity and follow-up of the merchandise, using the necessary digital tools.

DESCRIPTION OF THE ACTIVITIES TO BE PERFORMED IN THIS FUNCTION

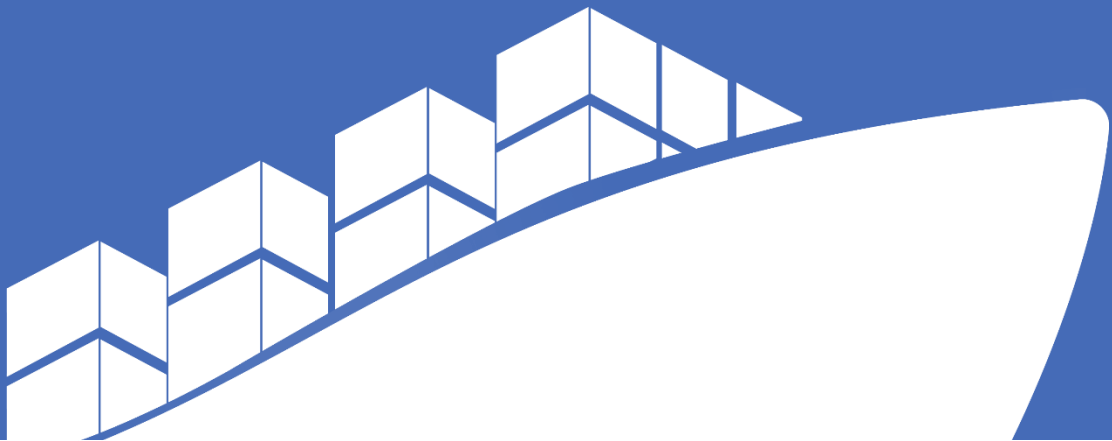
1. Schedule, organize and monitor the execution of the transport service, taking into account its characteristics and technical and commercial requirements.
2. Coordinate and supervise the activities of reception, preparation of orders, storage and dispatch, according to the quality, hygiene, safety and environmental norms.
3. Support the customer service, providing the necessary information and tailoring the logistics service to the needs of the client.
4. Carry out commercial activities related to the logistics operation.
5. Boost productivity and the satisfaction of stakeholders with good use of the digital tools to support the various aspects of management.

IDENTIFICATION OF THE COMPETENCIES:

COMPETENCIES		
KNOWLEDGE	SKILLS	ATTITUDES (INCLUDING SOFT SKILLS)
<p>Knowledge of:</p> <ol style="list-style-type: none"> 1. General management concepts 2. Strategic planning 3. Labour law 4. Human Resource Management 5. Methods of work organization 6. Information management and organization. 7. Commercial and Financial management 8. Time management 9. English language 10. Mathematics. 11. Environmental management and social responsibility 12. Quality systems <p>In-depth knowledge of:</p> <ol style="list-style-type: none"> 13. Communication and interpersonal relationships. 14. Transport, its policies and national and international structure. 15. Logistics Chain 16. Global market and international trade (Incoterms). 17. Port activities 18. Planning and management of resources associated with the logistics process. 19. Handling, storage and storage of goods. 20. Logistic information system. 21. Transport management 22. Warehouse management 23. Customer service 24. Environment, safety, hygiene and health applied to the professional activity. 25. Information technology as a user, in particular, computer equipment and digital management applications. 	<ol style="list-style-type: none"> 1. Organize and define the price of transport operations. 2. To promote the implementation of transport operations 3. Track and monitor transport operations 4. Deal with customs operations and other legal and administrative formalities 5. Deal with the reception and forwarding of goods 6. Deal with the preparation and dispatch of goods 7. Organize merchandise flows 8. Establish appropriate and positive relations with partners 9. Respect quality, health and safety procedures, environmental impact and social responsibility. 10. Draw up descriptive and evaluation reports relating to its activity 11. Use tools and digital tools with expertise in the various dimensions of their activity. 	<ol style="list-style-type: none"> 1. Work as a team. 2. Demonstrate an analytical ability and critical thinking. 3. Demonstrate responsibility, initiative and autonomy. 4. Demonstrate the ability to manage time. 5. Demonstrate the ability to communicate. 6. Demonstrate an ability to interpersonal relationships, particularly at the level of conflict management and motivation. 7. Demonstrate proactivity to find appropriate solutions to solve concrete situations. 8. Adapt to the evolution of procedures and technologies.

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