



Euroopa Liit
Euroopa Sotsiaalfond



Eesti tuleviku heaks



ESF programm „Kutsete süsteemi arendamine“

Occupational standard

Docker (EstQF level 4)

The occupational standard is a document that describes the job and competence requirements, i.e. a set of skills, knowledge and attitudes required for successful job performance in a particular occupation.

Application areas of the occupational standard

- 1) Drafting of curricula and training programmes meeting the requirements of labour market.
- 2) Evaluation of competence of the people, incl self-evaluation and conformity evaluation upon awarding an occupational qualification.
- 3) Description and introduction of occupational qualifications.
- 4) Career planning and creation of a basis for lifelong learning.
- 5) Identification of personnel training needs and planning of training.
- 6) Drafting of job descriptions and recruitment of employees.
- 7) Comparison of occupational and educational qualifications.

Occupational qualification title	Estonian qualifications framework (EstQF) level
<i>Docker, level 4</i>	<i>4</i>

PART A JOB DESCRIPTION

A.1 Job description

Nowadays ports have turned into dynamic multimodal junctions of supply chain, ie different from the previous times nowadays goods move through a port smoothly and without major delays. The task of a docker - the person handling the physical transloading of goods - is to load goods as efficiently, without delays and damages as possible. In the opposite case, if the goods remain in the port, there will be delays in the supply chain, which in turn will also generate additional costs to the other companies participating in the supply chain. This will diminish the competitiveness of the companies and the supply chain and the possibility of supplying a quality service as a whole. With respect to the end-customer it means an increase in the product price.

A docker (a driver of port loaders, trucks, cranes, etc) works at a port. His/her main tasks are loading and unloading, transloading, relocating and storing cargo by using different means of transport.

A docker's work also includes slinging and detaching cargo. It also includes work connected to berthing of ships.

B-category driving licence is required for pursuing the job. The qualification presumes regular health check-ups.

Two qualification levels have been described in the occupational field of a docker.

A docker, level 3, is a seaport worker who works with loaders (lifting capacity to 10000 kg) and equipment and has passed a training and deals with berthing works.

A docker, level 4, is a seaport worker who works with loaders (lifting capacity from 10000 kg), cranes and other equipment, has passed a training and deals with berthing works.

A.2 Units

OBLIGATORY UNITS

A.2.1 Loading and landing (without machinery)

1. Checking and selecting lifting slings.
2. Monitoring markings.
3. Sorting cargo.
4. Helping the crane or stacker driver.
5. Grouping the means of transport.
6. Connecting powered containers and trailers to supply network.
7. Cleaning wagons, containers, holds and equipment after unloading.

A.2.2 Operating machinery and equipment

1. Operating different stacking and transporting machinery used at a port.
2. Selecting and using different cargo handling equipment.
3. Instructing the use of different type of small machinery and auxiliary equipment.

A.2.3 Berthing of ships

1. Fastening or passing mooring lines.
2. Communicating with the ship's crew or the pilot.
3. Participating in the hauling of a ship.
4. Preparing the ship's berthing area.

OPTIONAL UNITS

A.2.4 Operating a terminal tractor (yard truck)

1. Moving tailboards and trailers.
 2. Moving trailer trains.
- A.2.5 Operating a shovel loader (incl excavator) and/or crawling machinery
1. Transloading dry bulk goods.
 2. Piling dry bulk goods.
 3. Cleaning the port territory.
 4. Pressing, levelling and feeding in dry bulk cargo.
- A.2.6 Operating specialized heavy lift transportation equipment used for handling containers (eg reach stacker, straddle carrier, etc)
1. Handling containers.
 2. Transportation within a terminal and stacking containers.
- A.2.7 Operating specialised equipment used in specialised terminals (eg combined loader, pneumatic, mechanical loaders, etc)
1. Handling cargo.
- A.2.8 Working with the rolling stock
1. Inspecting the working order of rail infrastructure and the rolling stock.
 2. Locating and moving rail wagons.
 3. Placing and removing wagon stop blocks.
- A.2.9 Operating cranes.
1. Loading or unloading different types of cargo.
 2. Moving cargo.
- A.2.10 Supervising operations
1. Supervising a docker of a lower level.
 2. Managing the work process.

A.3 Working environment and specific aspects of work

Usually a docker works scheduled shifts and mostly in external conditions. The prerequisites for the profession are mental and physical stress-tolerance and a willingness for team work.

A.4 Tools

A docker's main tools are lifting and transporting equipment, cargo handling equipment, etc. It is important to use personal protective safety equipment (eg helmet, etc).

A.5 Personal characteristics necessary for this job: abilities and personality traits

The prerequisites for the job are a physical stress tolerance, good coordination and sense of inertia, sense of responsibility and willingness for team work.

A.7 Occupational training

Normally the 4-th level docker has a secondary education, has passed a special training together with a practical traineeship in the working environment and has professional work experience.

A.7 Possible job titles

Docker, docker-machine operator, seaport worker.

A.8 Regulations

Working as a crane operator, § 14 of the Machine Safety Act must be followed.

PART B

COMPETENCE REQUIREMENTS

B.1. The structure of the occupational qualification

Upon applying for the profession of a docker verification of the following competencies is required: obligatory competencies B.2.1 - B.2.3, transversal competences B.2.11-B.2.13 and one competence from optional competencies B.2.4 - B.2.6. If desired by the applicant, the competence B.2.10 may additionally to the above-mentioned be chosen and verified.

B.2 Competences

OBLIGATORY COMPETENCES

B.2.1 Loading and landing without machinery	EstQF level 4
<u>Performance indicators:</u> 1) in one's job checks lifting slings and cargo holding equipment in use by monitoring the positions of slings; positions, fastens and checks fittings; 2) according to the given instructions monitors markings, loads and/or unloads cargo on the means of transport and units of transshipment, fastens or detaches cargo according to the given instructions; places a blockage to the means of transport or a cargo storage space; 3) according to the given instructions sorts cargo based on compatibility, measurements and assortment; ensures the isolation and stability of different product groups in transport and storage; 4) if necessary, signals (assists eg crane or stacker driver) by using appropriate signals and communication devices; 5) groups the means of transport and directs them to the parking area according to the given instructions and loading conditions of a ship; 6) if necessary, connects powered containers and trailers to supply network according to the given instructions; 7) after unloading cleans wagons, containers, holds and equipment according to the given instructions.	
<u>Supporting knowledge:</u> 1) hazardous cargo	
<u>Assessment method(s):</u> Test, task and/or practical work.	

B.2.2 Loading and unloading with machinery	EstQF level 4
<u>Performance indicators:</u> 1) operates different stacking and transporting machinery used at a port according to the given instructions and safety regulations and the specifics of the terminal work; uses a loader with the lifting capacity up to 10000 kg or works with specialized technical equipment in specialized terminals; 2) uses, in one's work, different cargo handling equipment based on the specifics of the lift transport machine, cargo and work operation and given instructions; 3) if necessary, uses, in one's work, different small machinery and auxiliary equipment based on the specifics of the cargo and work operation and given instructions.	
<u>Assessment method(s):</u> Test, task and/or practical work.	

B.2.3 Work related to berthing of ships	EstQF level 3
<u>Performance indicators:</u>	
<ol style="list-style-type: none"> 1) fastens or passes mooring lines according to the given instructions; 2) if necessary, communicates with the ship's crew or the pilot to ensure safe berthing and departure of a ship; 3) participates in hauling of a ship according to the given instructions; 4) prepares the ship's berthing area (incl bollards) for fastening or passing mooring lines. 	
<u>Supporting knowledge:</u>	
1) safety regulations and safe working methods at berthing works.	
<u>Assessment method(s):</u>	
Test, task and/or practical work.	

OPTIONAL COMPETENCES

B.2.4 Operating a terminal tractor (yard truck)	EstQF level 4
<u>Performance indicators:</u>	
<ol style="list-style-type: none"> 1) moves tailboards and trailers, if necessary, also other means of transport according to the given instructions and traffic regulations. 2) moves trailer trains according to the traffic regulations and given instructions (production procedures). 	
<u>Assessment method(s):</u>	
Task and/or practical work.	

B.2.5 Operating a shovel loader (eg excavator) and/or crawling machinery (eg bulldozer)	EstQF level 4
<u>Performance indicators:</u>	
<ol style="list-style-type: none"> 1) transloads dry bulk goods (incl on means of transport) considering the environmental impact and characteristics of the goods; 2) piles dry bulk goods considering the environmental impact and characteristics of the goods; 3) cleans the port territory; 4) in holds presses, levels and feeds in dry bulk goods. 	
<u>Assessment method(s):</u>	
Task and/or practical work.	

B.2.6 Operating specialized heavy lift transportation equipment used for handling containers (eg reach stacker, straddle carrier, etc)	EstQF level 5
<u>Performance indicators:</u>	
<ol style="list-style-type: none"> 1) handles containers (loading, unloading, storage) according to the technological process; 2) performs transportation within a terminal and stacks containers in the terminal according to the technological process and using communication devices. 	
<u>Supporting knowledge:</u>	
<ol style="list-style-type: none"> 1) building and working principles of specialized heavy lift transportation equipment; 2) the measurements and types of mostly used containers. 	
<u>Assessment method(s):</u>	
Task and/or practical work.	

B.2.7 Operating specialised equipment used in specialised terminals (eg combined loader, pneumatic, mechanical loaders, etc)	EstQF level 5
<u>Performance indicators:</u> 1) handles cargo according to the technological process.	
<u>Teadmised:</u> 1) working principles of specialized machinery.	
<u>Assessment method(s):</u> Task and/or practical work.	
B.2.8 Working with the rolling stock	EstQF level 3
<u>Performance indicators:</u> 1) inspects the working order of infrastructure and the preparedness of the rolling stock for moving according to the given instructions; 2) together with the signalman completes the composition of the rolling stock according to the given instructions; 3) places or removes the wagon stop blockers according to the given instructions.	
<u>Supporting knowledge:</u> 1) rolling stock, its special characteristics (eg grabbing devices, working principles of brake systems); 2) markings of the rolling stock.	
<u>Assessment method(s):</u> Task and/or practical work.	
B.2.9 Operating cranes	EstQF level 4
<u>Performance indicators:</u> 1) loads or unloads different type of cargo from the means of transport on the means of transport according to the technological process; 2) relocates cargo inside a terminal according to the technological process.	
<u>Supporting knowledge:</u> 1) building and working principles of cranes.	
<u>Assessment method(s):</u> Task and/or practical work.	
B.2.10 Supervising operations	EstQF level 4
<u>Performance indicators:</u> 1) supervises dockers of lower level using appropriate methodology; 2) if necessary, manages the work process, distributes tasks according to the worker's competence and the specifics of the company.	
<u>Supporting knowledge:</u> 1) the basics of management; 2) the basics of team work; 3) the basics of occupational and motivation psychology.	
<u>Assessment method(s):</u> Interview and task.	
TRANSFERSAL COMPETENCES	
B.2.11 Preparing the work place, equipment and machinery (lifting capacity from	EstQF level 4

10000 kg)	
<u>Performance indicators:</u>	
1) before starting work examines the work place and prepares it based on the task ; 2) according to the given instructions chooses the appropriate working tools, if necessary, prepares the equipment or machinery for work.	
<u>Assessment method(s):</u>	
Transfersal competences are assessed integrated with other competences described in the occupational standard.	

B.2.12 Following work safety regulations (incl general safety and security)	EstQF level 4
<u>Performance indicators:</u>	
1) follows the regulations established in the company; for doing one's work uses established personal protective safety equipment, informs one's employer or its representative of the deficiencies of the cargo under handling which may cause accidents or conditions harmful to health; 2) uses primary fire extinguishing devices; 3) monitors the regulations on handling hazardous waste, uses environment saving work methods and necessary measures and tools for environmental protection; 4) follows the regulation on occupational and manufacturing hygiene, uses appropriate working methods and approaches which do not harm life or health, uses personal protective safety equipment (helmet, goggles, ear-plugs, etc) meant for health protection; 5) in the case of emergency situations which may be harmful to health, cargo, machinery or environment stops work and immediately informs one's employer or its representative.	
<u>Supporting knowledge:</u>	
1) recycling; 2) work safety; 3) procedures in emergency situations; 4) occupational health; 5) occupational and manufacturing hygiene; 6) regulations for handling hazardous waste.	
<u>Assessment method(s):</u>	
Transfersal competences are assessed integrated with other competences described in the occupational standard.	

B.2.13 Work with hazardous cargo (IMDG code)	EstQF level 3
<u>Performance indicators:</u>	
1) in working with hazardous substances follows the established instructions for handling the goods and "International Maritime Dangerous Goods Code" (IMDG code).	
<u>Supporting knowledge:</u>	
1) classification and markings of hazardous substances.	
<u>Assessment method(s):</u>	
Transfersal competences are assessed integrated with other competences described in the occupational standard.	

B.2.14 Using communication devices	EstQF level 2
<u>Performance indicators:</u>	
1) uses in one's job various communication devices (eg radio station, on-board computer, etc) according	

to the instructions.

Assessment method(s):

Transfersal competences are assessed integrated with other competences described in the occupational standard.

B.2.15 Transfersal competence of the occupation of a docker, level 4

EstQF level 4

Performance indicators:

- 1) meets the occupational health and safety regulations in planning work, preparing work place, work process and arranging work place taking into account the surrounding people and environment;
- 2) in the case of accidents gives first aid, if possible, calls for medical assistance and immediately informs the object manager or the employer;
- 3) meets and follows the technologies, quality criteria and appropriate instructions established by the authorized representative of the employer; follows the required technologies, quality criteria and appropriate instructions of material manufacturers;
- 4) plans the work of himself/herself and, in case necessary, others; performs taken responsibilities and achieves work results within the expected time period; analyses feedback, makes appropriate decisions and takes responsibility for fulfilling decisions; is motivated and determined without losing faith in oneself before achieving the goals, works independently;
- 5) adapts to changing conditions, is able to find and analyse appropriate information for completing tasks; identifies, words and solves problems;
- 6) is able to foresee the procedure of the work situation and adapts one's operations according to the situation;
- 7) is willing to cooperate, participates in team-work; shares necessary and useful information with one's co-workers, works for achieving a better joint result;
- 8) communicates clearly, concretely and correctly;
- 9) analyses one's strengths and weaknesses and is looking for the possibilities of self-development and career advancement; participates in occupational additional training programmes;
- 10) uses equipment and machinery appropriately, purposefully and prudently;
- 11) works carefully and correctly without endangering human health, property or the environment;
- 12) is ready to act in the case of pollution abatement in accordance with the regulations established in the company.

Supporting knowledge:

- 1) a ship's stowage plan;
- 2) fastening cargo;
- 3) the principles of ship building and theory (eg stability, draft, types of ships, etc);
- 4) types of containers and packages;
- 5) building and working principles of loading machines;
- 6) environmental protection;
- 7) compatibility of goods, separating cargo;
- 8) ensuring the retention of cargo during loading works and storage;
- 9) the principles of completing product units;
- 10) construction and technical features of containers and rolling trailers;
- 11) signalling;
- 12) slinging;
- 13) technological process.

Assessment method(s):



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Transfersal competences are assessed integrated with other competences described in the occupational standard.

PART C

GENERAL INFORMATION AND ANNEXES

C.1 Information on the preparation and approval of the occupational standard, on the body awarding occupational qualifications, and reference to the location of the occupational standard in classifications	
1. Designation of the occupational standard in the register of occupational qualifications	12-29112012-4.2/5k
2. The occupational standard is compiled by:	Tõnis Hunt, Estonian Maritime Academy Argo Korjus, AS Silsteve Erik Noor, Maritime administration Eno Saar, AS HTG Invest Raul Siniiallik, Estonian Independent Trade Union of Seamen Toomas Uibokant, Transiidikeskuse AS
3. The occupational standard is approved by	Sectoral Council for Transport and Logistics
4. No. of the decision of the Sectoral Council	10
5. Date of the decision of the Sectoral Council	29.11.2012
6. The occupational standard is valid until (date)	28.11.2017
7. Occupational standard version No.	5
8. Reference to the Classification of Occupations (ISCO 08)	83
9. Reference to the level in the European Qualifications Framework (EQF)	4
C.2 Title of occupational qualification in foreign languages	
In English: Docker, Longshoreman	
In Russian: докер-механизатор	
In Finnish: ahtaaja	
C.3 Annexes	
Annex 1 Units and tasks	
Annex 2 Terms	

Units and tasks

1. Loading and landing (without machinery)	Docker, level 3	Docker, level 4
1.1 Checking lifting slings and cargo holding equipment used at work	X	X
1.2 Monitoring the markings; loading, fixing or removing cargo.	X	X
1.3 Sorting cargo.	X	X
1.4 Signalling.	X	X
1.5 Grouping and directing the means of transport.	X	X
1.6 Connecting powered containers and trailers to supply network.		X
1.7 Cleaning wagons, containers, holds and equipment.		X
2. Operating machinery and equipment		
2.1 Operating different stacking and transporting machinery used at a port.	X	X
2.2 Using different cargo handling equipment.	X	X
2.3 Using different small machinery and auxilliary equipment.	X	X
3. Work related to berthing of ships		
3.1 Handling mooring lines.	X	X
3.2 Communicating with the ship's crew or the pilot.	X	X
3.3 Hauling a ship.	X	X
3.4 Preparing the ship's berthing area.	X	X
OPTIONAL UNITS		
4. Operating a terminal tractor (yard truck)		
4.1 Moving tailboards and trailers.	X	X
4.2 Moving trailer trains.		X
5. Operating a shovel loader (eg excavator) and/or crawling machinery (eg bulldozer)		
5.1 Transloading dry bulk goods.	X	X
5.2 Piling dry bulk goods.	X	X
5.3 Cleaning the port territory.	X	X
5.4 Pressing, levelling and feeding in dry bulk cargo.		X
6. Operating specialized heavy lift transportation equipment used for handling containers.		

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6.1 Handling containers.		X
6.2 Transportation within a terminal and stacking containers.		X
7. Operating specialised equipment used in specialised terminals (eg combined loader, pneumatic, mechanical loaders, etc)		
7.1 Handling cargo.		X
8. Working with the rolling stock		
8.1 Inspecting the working order of the infrastructure.	X	X
8.2 Completing the composition of the rolling stock.	X	X
8.3 Placing and removing wagon stop blocks.	X	X
9. Operating cranes		
9.1 Loading or unloading different types of cargo.		X
9.2 Moving cargo.		X
10. Supervising operations		
10.1 Supervising a docker of a lower level.		X
10.2 Managing the work process.		X

Terms

Terminal tractor - Loader - yard truck

Shovel loaders, crawler machines - Loader

Mobile stacker - reach stacker

Container stacker - straddle carriers, etc - Loaders

Rolling stock - Loaders - Maneuvering vehicles for moving wagons

Operating specialized machinery used in specialized terminals (eg combined loader, pneumatic, mechanical loaders) - Loaders - Specialized equipment for specialized terminals for handling dry bulk or liquid cargo.

Cranes - Transloading machines, gantry crane and half gantry cranes - 1. Electrical, lifting capacity to 16 tons.

2. Electrical, lifting capacity over 16 tons.

Transloading machines, gantry and half-gantry cranes:

Electrical, lifting capacity to 16 tons.

Electrical, lifting capacity over 16 tons.

Self-propelled jib cranes:

Diesel-powered cranes with tracks or wheels.

Diesel-electric cranes with tracks or wheels.

Diesel-electric truck-mounted crane.

Truck-mounted cranes.

Bridge and gantry cranes:

(Bridge and gantry crane).

Bridge and gantry loader for containers.

Loaders:

Pneumatic and mechanical loaders.

Combined loaders.

Stacker, reclaimer.

A special ship loading machine.

Specialized equipment for specialized terminals for handling dry bulk or liquid cargo.

Electric loaders.

Electric stackers and electric carriers.

Truck-mounted loaders to 10 tons.

Truck-mounted loaders to 30 tons and more.

Shovel loaders (front loaders).

Road train for container transport.

Yard trucks.

Maneuvering vehicles for moving wagons.

360-degree rotating excavators.

Operating a shovel loader, crawler machines.

Crawler excavators.