Competency Management System

1. What is competency management?

Competency management is the procedure of identifying the needed key skills, knowledge, or expertise of employees to achieve the desired performance and then improving these skills to align with the business goals.

2. Why is competency management important?

With the fierce competition in the business market, competencies can be an asset that makes a difference and gives any company its competitive edge. Competitors may provide the same goods or services as you do, but competency management helps your business stand out with the quality products and services customers always look for

Identify Skills Level	Development Plan
Identifying the key skills necessary for an employee to reach target performance in their specific role	Developing and optimizing those skills to best align with the business strategy of an organization

3. Benefits of CMS

- Employees have a well-defined set of behaviors required in their work and are clear about how they are expected to perform their jobs.
- Improved Decision Making.
- On job training and self-study employee motivation.
- The appraisal and recruitment systems are fairer and more open.
- Recruiters can assess transferable skills and identify required behaviors regardless of career background.
- There's a link between effective individual inputs to work and organizational performance.
- Processes are measurable and standardized.

4. How it works

- Intalio CMS identifies the strengths and development requirements for an organization to maximize its workforce's current and future potential
- An Individual Development Plan (IDP) will be created based on identified competency gaps, and the gap closure will be linked to accessible Learning Solutions.

5. Outputs of CMS

- Implementing the existing competencazy and job role framework within an organization in an electronic system (CMS)
- Mapping the existing Learning Solutions (LS) to competency
- Conducting multi-level assessments, in phases, to all employees working in any job roles (Financial, Performance Auditor, IT, etc.)
- Conducting Gap Analysis review and assigning Individual Development Plans (IDPs)
- Provide reporting & analytics to the management on Competency Status, Learning Need Analysis, and Job Compliance for job roles
- Developing a process to manage the CMS, to ensure the sustainability of content, outputs, and interfaces

6. Competency Frameworks

A 'competency framework' is a structure that sets out and defines the competencies required by individuals working in an organization.

Assessment	Individual Dev. Plan	Reports	Competency Configuration	System Settings
Self Assessment	GAPs Identification	Employee Performance	Framework	Organization Chart
		Overall Performance (per Job & Business Unit)	Competency Sets & Types	
Assessor Assessment	Plan Preparation	Gap Analysis	Competencies	Users
	Learning Program	Gap Matrix	Competency Items	
Verifier Assessment	Approval Workflow	Top Talent	Measurements	Roles & Permissions
		Training Matrix	Assessment Schedules	

CMS
Competency-based performance management system that will make it easier to identify competencies (strengths and development requirements) for an organization to maximize its workforce's current and future potential.

Performance Management
Measuring and tracking employee performance and efficiency. It allows ensuring that employees and departments across an organization are working effectively towards achieving the organization's strategic objectives.

LMS
Educational courses, training programs, or learning and development programs.
1. Inhouse Training   2. Local Trainings   3. External Trainings

Career Development
A career development system helps managers and supervisors in improving and upgrading their skills in order to manage their own career. It helps in discussing productive performance appraisal of employees and planning their promotions.

✉ info@intalio.com

www.intalio.com