

**SKILLS FRAMEWORK FOR HUMAN RESOURCE
TECHNICAL SKILLS & COMPETENCIES (TSC) REFERENCE DOCUMENT**

TSC Category	Workforce Development					
TSC	Competency Framework Development					
TSC Description	Design and develop competency frameworks within organisation, ensuring that human resource (HR) programmes are aligned to support their application across organisation levels and functions					
TSC Proficiency Description	Level 1	Level 2	Level 3 HRS-PDV-3025-1.1	Level 4 HRS-PDV-4025-1.1	Level 5 HRS-PDV-5025-1.1	Level 6
			Implement competency frameworks in the organisation	Facilitate development of competencies and descriptors for the organisation	Design architecture of competency frameworks in line with business requirements	
Knowledge			<ul style="list-style-type: none"> Types of competencies Elements of a competency framework Different applications of competency frameworks 	<ul style="list-style-type: none"> Interviewing techniques Definition of different proficiency levels Types of competencies and their purpose Competency validation purposes and processes Success factors for competency framework implementation 	<ul style="list-style-type: none"> Best practices in defining competencies Components of a competency framework Applications and uses of a competency framework Competency modelling approaches Methodologies of job analysis Competency development approaches Critical success factors for competency framework development Techniques of integrating competency frameworks Organisational applications of competency frameworks 	
Abilities			<ul style="list-style-type: none"> Identify the role of competencies in different HR programmes Apply competency frameworks to different human resource (HR) programs and processes Explain uses of competency frameworks to employees 	<ul style="list-style-type: none"> Interview incumbents to understand their jobs and the skills needed to perform them Perform job analyses Identify the relevant proficiency levels for each competency Collaborate with line managers to develop descriptors for 	<ul style="list-style-type: none"> Determine objectives and scope of competency frameworks to be developed to support organisational needs and objectives Lead information gathering and job analyses to identify competencies relevant to the organisation 	

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			<ul style="list-style-type: none"> Resolve queries related to elements within competency frameworks 	<p>competencies across proficiency levels</p> <ul style="list-style-type: none"> Validate relevance of competencies with key stakeholders Oversee implementation of competency frameworks 	<ul style="list-style-type: none"> Develop competency framework blueprints aligned to organisation's learning and development needs Implement competency frameworks to enable learning and development and other human resource (HR) processes Review competency frameworks to refine relevance and applicability Oversee the integration of competency frameworks across the organisation's HR programmes and processes Secure buy-in from senior management on the competency frameworks Advise senior management on how competency frameworks can be applied to business functions and operations 	
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