

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

TSC Category	Workforce Development					
TSC	Talent Capability Assessment					
TSC Description	Develop talent assessment processes with assessment tools to evaluate employees' capabilities					
TSC Proficiency Description	Level 1	Level 2	Level 3 HRS-PDV-3034-1.1	Level 4 HRS-PDV-4034-1.1	Level 5 HRS-PDV-5034-1.1	Level 6
			Implement talent capability assessment tools	Develop talent capability assessment tools and processes	Formulate talent capability assessment frameworks	
Knowledge			<ul style="list-style-type: none"> Types of tools used for selection and assessment of talent within the organisation Techniques for analysing the outcomes of talent capability assessments Organisational policies and procedures related to talent capability assessment Legal, privacy and regulatory considerations relevant to talent capability assessment 	<ul style="list-style-type: none"> Range of talent selection and assessment tools available Factors to evaluate suitability of talent capability assessment tools for different situations Industry practices on talent capability assessment programmes Emerging trends and developments impacting talent capability assessment techniques and tools 	<ul style="list-style-type: none"> Elements of a talent capability assessment framework Link between talent assessment framework and other human resource (HR) frameworks 	
Abilities			<ul style="list-style-type: none"> Identify the talent assessment tools required Engage potential or current employees to provide information required for the capability assessment Administer talent assessment tools to various candidates for the different job roles Engage talent assessment vendors to perform talent capability assessments Evaluate capability assessment results 	<ul style="list-style-type: none"> Develop appropriate talent assessment processes for the organisation Advise on talent assessment tools based on organisation's requirements Tailor capability assessment tools and processes to different roles and situations Determine the parties involved in talent capability assessments Communicate the roles and responsibilities of stakeholders involved in 	<ul style="list-style-type: none"> Establish the overall talent capability assessment frameworks Define criteria to identify high-potentials in the organisation Review capability assessment results to ensure conclusions are accurate and fair Integrate talent assessment frameworks with other HR frameworks across the organisation 	

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				talent capability assessment <ul style="list-style-type: none"> • Communicate assessment outcomes and findings to individuals and business units concerned • Coach stakeholders on the use of talent assessment tools • Review best practices in talent capability assessment to identify new tools or potential improvements • Recommend refinements to talent capability assessment process 		
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