

RECRUITMENT AND SELECTION

Job competency model:

A competency model is a guideline developed by a Human Resource department that sets out the specific skills, knowledge and behavioral requirements that enable an employee to perform their job successfully.

Competency models define what performance success should look like within the organization for each individual job. The model is applied to recruitment practices, talent management and training and performance assessment.

Competencies give employers and recruiters clear benchmarks for each element (skills, knowledge and ability) that can be used at interview, in tests and on-the-job performance, to define success.

Core competencies are the defining characteristics that make a business or an individual stand out from the competition.

Difference between competency model and job description:

The difference is that a job description is a general summary of the skills required for a job, whereas a competency model provides specific behaviors that an employee must do on the job in order to be successful.

There is no standard list of competencies for any given job. The type of competency that feeds into a competency model depends on the specific needs of the job.

Following are the top core competencies:

1. Team work:

The recruiter will assess that the candidate will be able to work with other workers to achieve the common goals. Working in a team requires excellent communication skills and problem-solving abilities.

2. Responsibility:

At senior levels, the responsibility that an employee is expected to bear will be greater, but even in entry-level roles; the recruiter will want to see examples of how you have handled responsibilities in the past.

3. Commercial Awareness:

Simply it's about staying up-to-date to the related business industry. Make full research of that company and their competitors so that you can demonstrate the employer that you really understand your role in the company.

4. Decision Making

5. Communication skills:

6. Leadership:

Leadership abilities are especially important if you are looking to progress into a management position. Even if not, employers still want to see that you are the type of person who can progress in their company and motivate others.

7. Problem solving:

You are going to encounter problems at work, and employers want to see how you will deal with this. The more senior you are, the more problems you will likely have to resolve.

8. Organizational Skills:

An employer will be looking at how you achieve results by prioritizing workload, effective time management with resources available.