## 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.

<table>
<thead>
<tr>
<th>TSC Proficiency Description</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
<th>Level 4</th>
<th>Level 5</th>
<th>Level 6</th>
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</thead>
<tbody>
<tr>
<td>Implement competency frameworks in the organisation</td>
<td>HRS-PDV-3025-1.1</td>
<td>Facilitate development of competencies and descriptors for the organisation</td>
<td>Design architecture of competency frameworks in line with business requirements</td>
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### Knowledge

- Types of competencies
- Elements of a competency framework
- Different applications of competency frameworks
- Interviewing techniques
- Definition of different proficiency levels
- Types of competencies and their purpose
- Competency validation purposes and processes
- Success factors for competency framework implementation
- 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

- 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
- 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
- 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
<table>
<thead>
<tr>
<th>SKILLS FRAMEWORK FOR HUMAN RESOURCE TECHNICAL SKILLS &amp; COMPETENCIES (TSC) REFERENCE DOCUMENT</th>
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</thead>
<tbody>
<tr>
<td>• Resolve queries related to elements within competency frameworks</td>
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<tr>
<td>• Validate relevance of competencies with key stakeholders</td>
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<td>• Oversee implementation of competency frameworks</td>
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<td>• Develop competency framework blueprints aligned to organisation’s learning and development needs</td>
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<tr>
<td>• Implement competency frameworks to enable learning and development and other human resource (HR) processes</td>
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<tr>
<td>• Review competency frameworks to refine relevance and applicability</td>
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<td>• Oversee the integration of competency frameworks across the organisation’s HR programmes and processes</td>
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<tr>
<td>• Secure buy-in from senior management on the competency frameworks</td>
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<tr>
<td>• Advise senior management on how competency frameworks can be applied to business functions and operations</td>
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