

JOB COMPETENCY MODEL TEMPLATES

For 12 Positions

Templates are provided for these positions:

1. Account Representative
2. Branch Manager
3. Call Center Manager
4. Controller (Finance)
5. Customer Service Consultant
6. Executive Team
7. Learning and Development Consultant
8. Marketing Representative
9. Project Manager
10. Retail - Merchants, Merchandise Planning, Stores
11. Sales Consultant
12. Web Host Manager

For additional information, contact Workitect at info@workitect.com or call 800-870-9490.

Included with Competency Dictionary License

Organizations with a Competency Dictionary license will have the ability to customize and use templates for generic competency models for 12 positions.

These are based on models we have developed

for other organizations in a variety of formats. They are Word documents and easy to edit. The “models” created

from these templates should not be considered full models. But, the competencies identified in generic models can be referenced for comparison when building full models, and the templates used as examples of possible formats for models.

The process for building full models is taught in our Building Competency Models workshop and used in our consulting practice. It is also covered in the Quick-Start Competency-Modeling instructional program that is included with the dictionary license.

