

Skills Assessment Tool

Job Aid

Step 1



Employee Action:

- Select Job and click on GO button

IS Competencies Learning Resources Home Page

Please review the [IS Competencies Learning Resources Notes](#) for descriptions of documents and information you will find on this web site. Then select a **Job** or **Learning Resource** below to view detailed documents and information. If you want to do a **Skills Assessment**, select an appropriate Job and click on the Go button. On the next page click on the Skills Assessment button.

Due to department reorganizations and recent job title changes, not all of the jobs will have complete or correct data. The database is being updated in phases. Planned completion dates for the various I/S roles are:

- [redacted] Feb. 1
- Field Services: Feb. 8
- Information Security: Feb. 15
- Technology Center and Asset Management: Feb. 22
- ROC and Support Center: end of March
- Rest of [redacted] April/May

An asterisk will appear when the curriculum information has been updated for a job role.

Select a **Job** from the drop down list box and click **Go** to view **Job Information**:

^* Team Lead (Develop and Maintain) **GO**

The screenshot also shows the browser's address bar with the URL: `http://eudd.intranet.com/euddev/turbow/wwwroot/iscompd/is_lr_home.asp`. The taskbar at the bottom displays the Start button and several open applications: Exploring - Working Docs, Inbox - Microsoft Exchange, Per-Anders Wendin - All D..., IS Competencies Lea..., and Microsoft PowerPoint - [Ski...]. The system clock shows 9:02 PM.

Step 2



IS Competencies Role Information - Workstation Internet Explorer

File Edit View Go Favorites Help

Back Forward Stop Refresh Home Search Favorites Print Font Mail

Address http://eudd.intranet.com/euddev/turnbow/wwwroot/iscompd/role_desc.asp?RoleID=277

Application Architect (Develop and Maintain) Job Information

[Skills Assessment](#) [Curriculum Matrix](#) [Learning Resources List](#) [LR Home Page](#)

Why the Job Exists	Plays a key role in projects, business studies, application architecture. Works to define business needs. Leads and acts as a Mentor to Application Specialists.
Level	L1
Primary Responsibilities	Provide overall technical leadership and functional expertise across teams for requirements management. Accountable for design solutions for software development. Responsible for optimal \$/function point solutions for application development. Focus on specific application area/HPT during a major project. Focus on requirements management package evaluation, and design of new application development through life-cycle stages. Ensure work package integration across teams and assist with issue resolution. Understand and contribute to long-term product/system vision from the business perspective. Serve as a liaison with the teams, the partner and the Program Office on Technical issues. Escalate serious problems to the Develop and Maintain Process Leader and program Office. Leverage information/learnings across Application Specialists and other Lead Application Specialists. Mentor Application Specialists. Lead project specific system and data architectural efforts. Provide consulting expertise to non-project efforts (as agreed to or authorized by Program Office). Fulfill Administrative Supervisor responsibilities as applicable

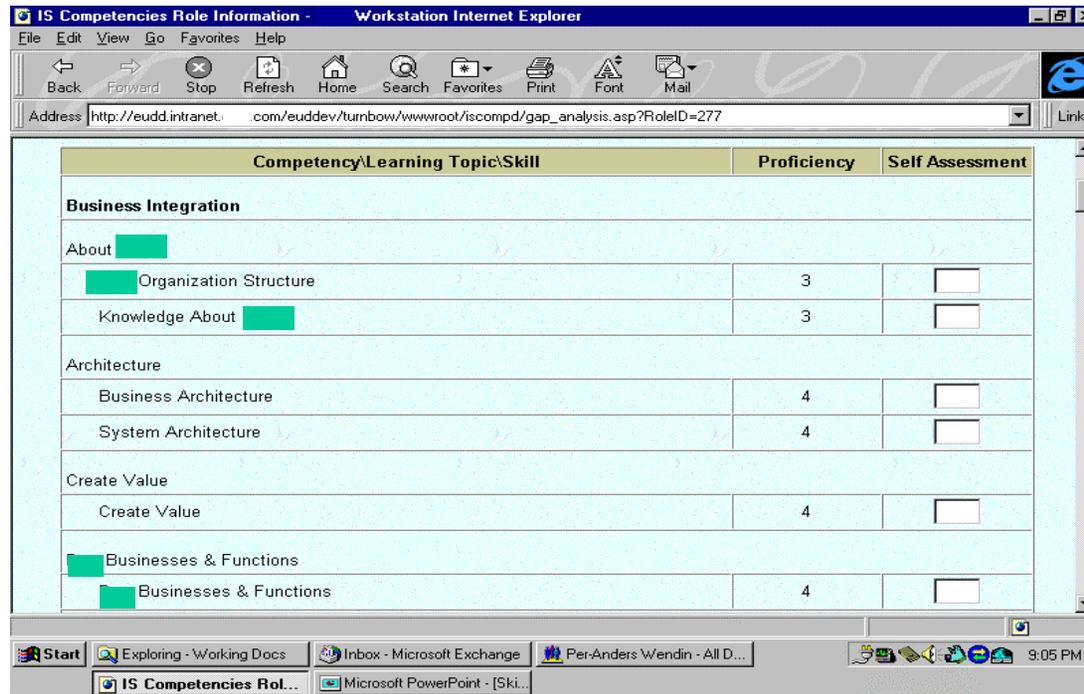
Start Exploring - Working Docs Inbox - Microsoft Exchange Per-Anders Wendin - All D... 9:03 PM

IS Competencies Rol... Microsoft PowerPoint - [Ski...

Employee Action:

- Click on Skills Assessment button

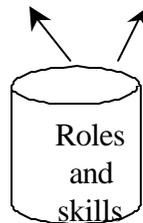
Step 3



The screenshot shows a web browser window titled "IS Competencies Role Information - Workstation Internet Explorer". The address bar contains the URL: http://eudd.intranet.com/euddev/turbow/wwwroot/iscompd/gap_analysis.asp?RoleID=277. The main content area displays a table with the following structure:

Competency\Learning Topic\Skill	Proficiency	Self Assessment
Business Integration		
About		
Organization Structure	3	<input type="checkbox"/>
Knowledge About	3	<input type="checkbox"/>
Architecture		
Business Architecture	4	<input type="checkbox"/>
System Architecture	4	<input type="checkbox"/>
Create Value		
Create Value	4	<input type="checkbox"/>
Businesses & Functions		
Businesses & Functions	4	<input type="checkbox"/>

The taskbar at the bottom shows several open applications: Start, Exploring - Working Docs, Inbox - Microsoft Exchange, Per-Anders Wendin - All D..., IS Competencies Rol..., and Microsoft PowerPoint - [Ski...]. The system clock shows 9:05 PM.



What the database does:

- Populate skills
- Populate proficiency level
- Provide space for individual assessment

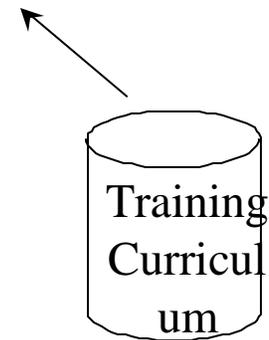
Step 4

Category	Current Score	Target Score
Data Standards	4	4
I/S Process, Organization	3	3
Opportunity Analysis	4	4
Project Management	4	3
Work Process Strategies	3	2



Employee Action:

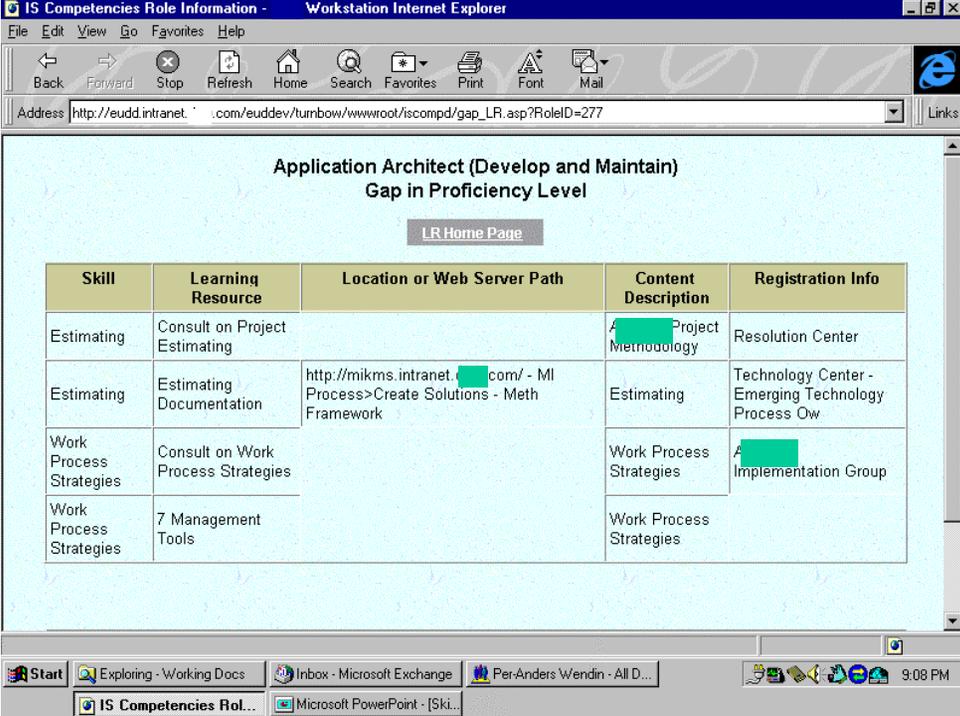
- Complete self assessment
- Click on Submit button



What the database does:

- Identify skill gaps
- Identify training for each skill gap

Step 5



The screenshot shows a web browser window titled "IS Competencies Role Information - Workstation Internet Explorer". The address bar shows a URL: "http://eudd.intranet...com/euddev/turnbow/wwwroot/iscompd/gap_LR.asp?RoleID=277". The main content area displays a table titled "Application Architect (Develop and Maintain) Gap in Proficiency Level". Below the title is a button labeled "LR Home Page". The table has five columns: Skill, Learning Resource, Location or Web Server Path, Content Description, and Registration Info. The table contains four rows of data.

Skill	Learning Resource	Location or Web Server Path	Content Description	Registration Info
Estimating	Consult on Project Estimating		A [redacted] Project Methodology	Resolution Center
Estimating	Estimating Documentation	http://mikms.intranet.[redacted].com/ - MI Process>Create Solutions - Meth Framework	Estimating	Technology Center - Emerging Technology Process Ow
Work Process Strategies	Consult on Work Process Strategies		Work Process Strategies	A [redacted] Implementation Group
Work Process Strategies	7 Management Tools		Work Process Strategies	



What the database does:

- Display available Learning Resources for each skill gap (including contact #, etc)



Employee Action:

- Print out suggested Learning Resources
- Complete ED action plan by copying information from Learning Resources display and pasting in to the ED Action Plan Word template