

## **The Alliance Talent Information Hub**

(a web-based Talent Tool)

M-I Organizations (Mgt & EE's), Education, Student/Potential EE's

### **One of the Solution Sets**

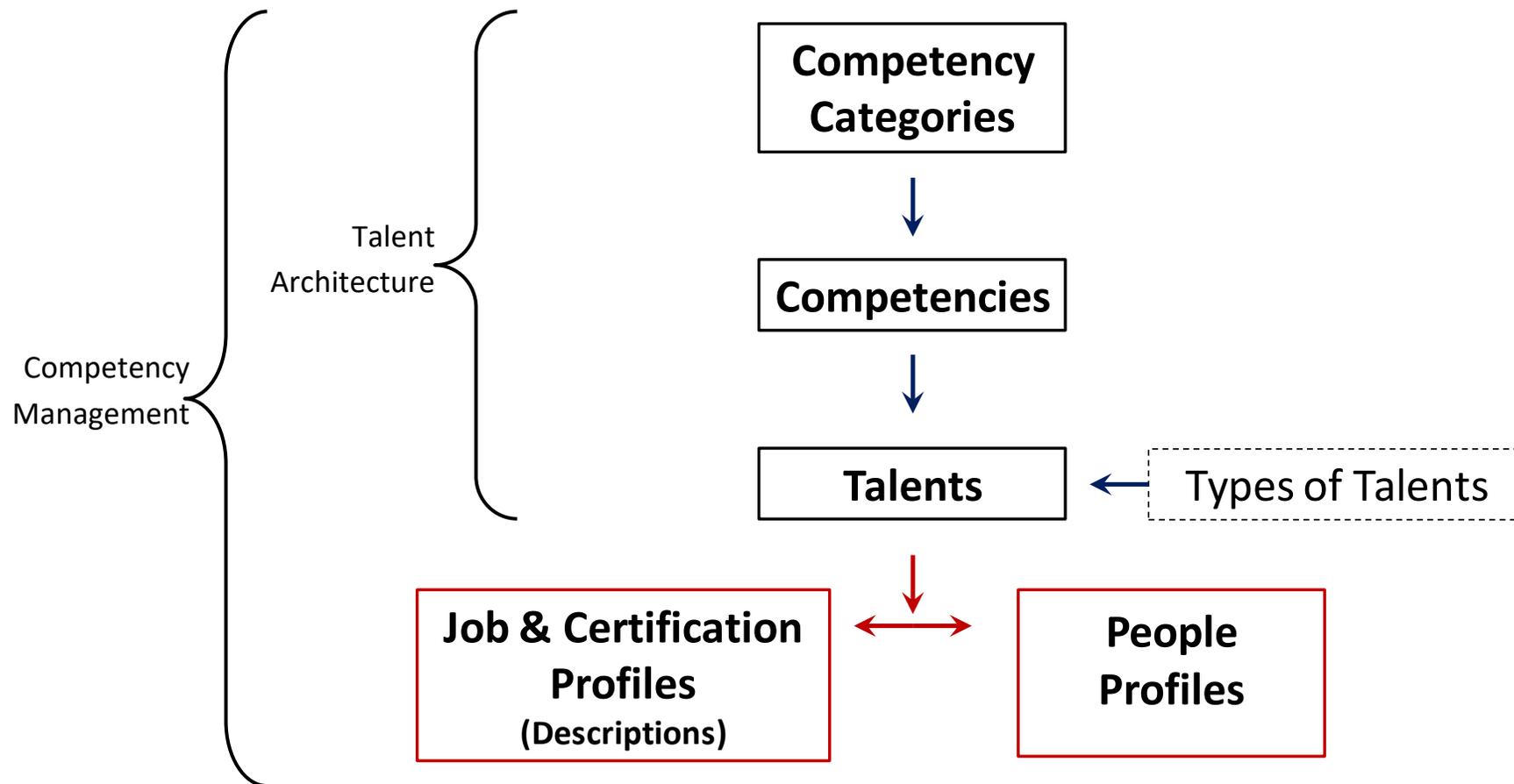
#### Primary Functions:

- A. Create One Talent Language in the Region
- B. Identify, Organize & Track the different S&HS Talents used for Job Descriptions, People Profiles, and Talent Development
- C. Provide Data so that all M-I firms can use to populate Job Descriptions
- D. Provide Data so that Education Community can use to align with talent requirements
- E. Provide Data so that current workers can build Profiles and students can build resumes
- F. Generate Region Certification System

## Competency Management: A Function of Talent Management

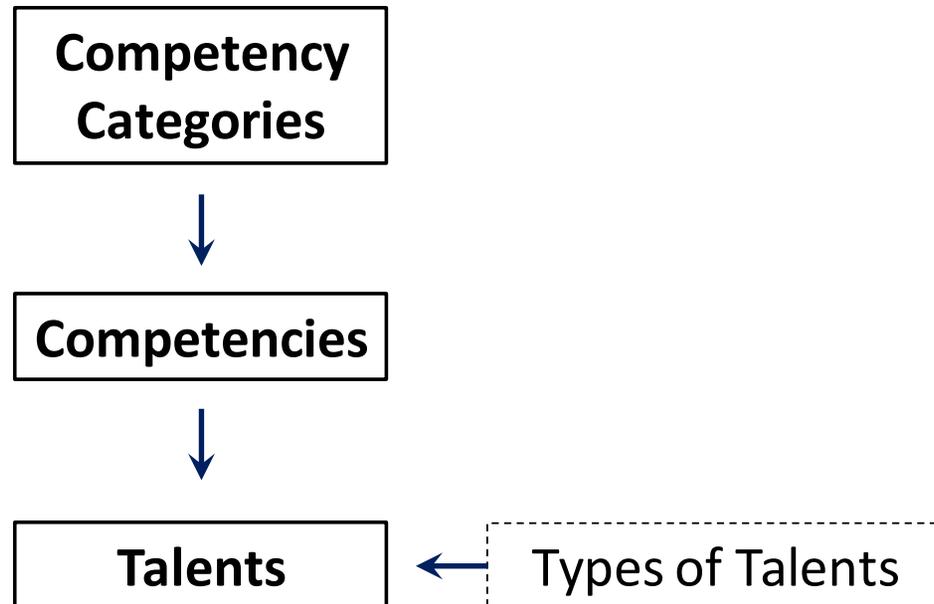
*Identifying, Clarifying and Tracking*

*1) the talents used in MFG; 2) the ones each Job and Certification requires; and 3) the ones that People achieve.*



## Talent Architecture: The *Core* or *Foundation* of Competency Management

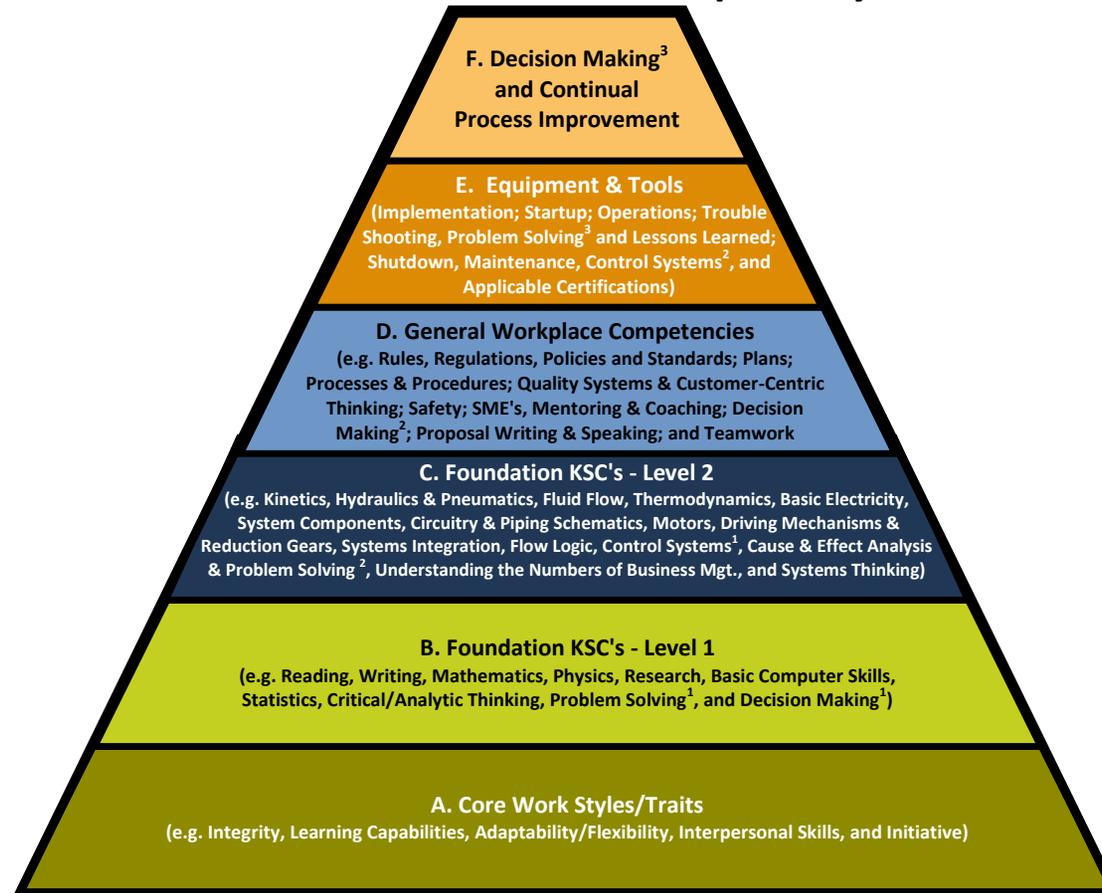
*Identify, Clarify & Track the Talents Used in MFG*



## It All Began with Multiple Analyses of S&HS MFG Jobs

Which Resulted in the Creation of the

### Advanced MFG-Industrial Competency Model



## Identifying Categories into which to file Competencies Using the Model

legence.com/admin/skill\_groups.html?page\_nbr=1

**talgence**  
talent intelligence

Home | Help | Log Out

Edit Comp Categories

Use this form to maintain the talent competency categories within the corporation.

Search for:  Search Clear

Add Done

Competency Category	
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	A - Core Work Style/Traits
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	B - Foundation KSC's, Level 1
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	C - Foundation KSC's, Level 2
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	D - General Workplace Competencies

Advanced Manufacturing/Industrial Competency Model



## Identifying Specific Competencies Using the Model

talelligence talent intelligence

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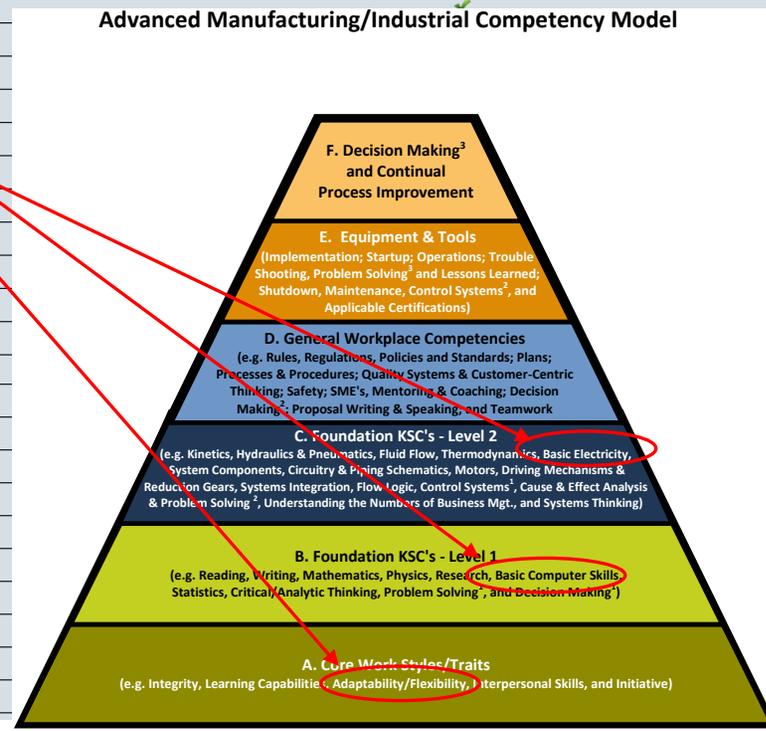
Edit Competencies

Use this form to maintain the talent competencies within the corporation.

Search for:  Search Clear

Add Done

	Competency	In Use?	Active?
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Adaptability/Flexibility	✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Basic Computer Skills		✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Basic Electricity		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Cause & Effect Analysis & Problem Sol		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Circuitry Schematics		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Continual Process Improvement		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Control Systems 1		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Critical/Analytic Thinking		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Decision Making 1		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Decision Making 2		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Decision Making 3		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Driving Mechanisms & Reduction Gears		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Electrical Circuitry Components		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Equip/Tools Applicable Certifications		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Equip/Tools Control Systems 2		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Equip/Tools Implementation		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Equip/Tools Lessons Learned		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Equip/Tools Maintenance		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Equip/Tools Operations		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Equip/Tools Problem Solving 3		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Equip/Tools Shutdown		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Equip/Tools Startup		
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Equip/Tools Trouble Shooting		



## First Step in Clarifying the Talents

### *Types of Talents*



The screenshot shows the Talegence Talent Intelligence interface. At the top right, there is a logo for Talegence (talent intelligence) and navigation links for Home, Help, and Log Out. Below the header, there is a section titled "Edit Talent Type" with a sub-instruction: "Use this form to maintain the talent types. Types could include, certifications, education, and skills." A search bar is present with "Search" and "Clear" buttons. Below the search bar are "Add" and "Done" buttons. The main content is a table listing various talent types with columns for "Talent Type", "Columns", "In Use?", and "Active?".

	Talent Type	Columns	In Use?	Active?
<a href="#">Edit</a> <a href="#">Copy</a>	Achievements & Experience	3	✓	✓
<a href="#">Edit</a> <a href="#">Copy</a>	Certifications - NAM Recognized	1	✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Education	3		✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Licenses	1		✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Previous/Other Employment Experiences	0		✓
<a href="#">Edit</a> <a href="#">Copy</a>	Skills & Competencies	0	✓	✓
<a href="#">Edit</a> <a href="#">Copy</a>	Work Styles/Traits	1	✓	✓
<a href="#">Edit</a> <a href="#">Copy</a>	Certifications - Regional	0		
<a href="#">Edit</a> <a href="#">Copy</a>	Knowledge	0		
<a href="#">Edit</a> <a href="#">Copy</a>	Tests	0		

At the bottom of the table, there are "Add" and "Done" buttons, a status message "Displaying records 1 thru 10 of 10", and a pagination control "Page << | 1 | >>".

## The Specific Talents


Home | Help | Log Out ✖

**Edit Talent**

Use this form to maintain the recognized talents within the corporation.

Search for:  [Search](#) [Clear](#)

[Add](#) [Done](#)

	Talent Title	Talent Type	Verification	Expiration	In Use?	Approved?	Active?
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Achievement/Effort	Work Styles/Traits	Observation	None	✓	✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Active Learning	Skills & Competencies	Observation	None	✓	✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Active Listening	Skills & Competencies	Observation	None	✓	✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Adaptability/Flexibility	Skills & Competencies	Observation	None	✓	✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Analytical Thinking	Skills & Competencies	Observation	None	✓	✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Analyzing Data or Information	Work Styles/Traits	Observation	None	✓	✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Attention to Detail	Skills & Competencies	Observation	None	✓	✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Category Flexibility	Skills & Competencies	Observation	None	✓	✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Certified Training Practitioner	Certifications - NAM Recognized	Results	2 years		✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Coaching Experience Required to be an Executive Coach	Achievements & Experience	Results	Default		✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Communicating with Others	Skills & Competencies	Observation	None	✓	✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Complex Problem Solving	Skills & Competencies	Observation	None	✓	✓	✓
<a href="#">Edit</a> <a href="#">Remove</a> <a href="#">Copy</a>	Cooperation	Skills & Competencies	Observation	None	✓	✓	✓

## More Clarification of the Specific Talents

(Being sure that when a person is identified as having a talent, everyone has a clearer picture as to what that talent is!)

Edit Talent

Use this form to maintain the recognized talents within the corporation.

[Save](#) [Cancel](#)

**Talent Title\*** Achievement/Effort **Source**

**Talent Description** Establishing and maintaining personally challenging achievement goals and exerting effort toward mastering tasks.

**Talent Type** Work Styles

**Verification Type** Observation

**Expiration** None

**Expiration Warn Days\***

**Requires Evaluator?** Yes

**Approved?** Yes

**Active?** Yes

**Updated On** 02/24/2011 07:22:15 PM

**Updated By** mwalters@espacecommunications.com

**Competencies**

- Basic Math
- Business Statistics
- Cardiovascular
- Compensation & Benefits
- Designing Project Teams
- Gastrointestinal
- Genitourinary

Action	Talent Evaluator	Job Title	Location
<a href="#">Remove</a>	Martina Walters	Account Manager	USA- Pittsburgh, PA

[Add Evaluator for Talent](#)

[View Crucial Talent](#)

\* Required

[Save](#) [Cancel](#)

### Further Clarification of the Specific Talents

#### Crucial, At-Risk Talents *(is it one?)*

**"Crucial" in that it has, it impacts, it results in, it justifies...**

*In other words, if this talent left today...result in serious consequences*

**"At Risk" in that it is hard to find, hard to develop, need to keep...**

*In other words, if this talent left today...where would we find a replacement?*

**Who has this talent, employee and external resource?**

Edit CA-RT

Use this form to maintain the crucial at-risk talent for the corporation including the minimum number of resources required and the maximum amount of time the talent can be below the minimum.

Crucial At-Risk Talent Title: 1:1 Observation/Constant Observation

Description: Why is this Talent Crucial?

- Fiscal Ramifications
- Legal Ramifications
- Organization Certification
- Safety Ramifications
- Stakeholder Ramifications

All None

Please explain why this reasoning was chosen

Why is this Talent At-Risk?

- Highly Technical
- Internal Availability
- Labor Market Availability
- Level of Degree
- License Availability
- Type of Degree (availability)

All None

Please explain why this reasoning was chosen

Maximum Time without Talent: 0 Days

Minimum Resources: 0

Target Resources: 0

Active? Yes No

Updated By

Updated On 2015-08-13

Save Cancel

Internal Resources					External Resources				
Name	Date	Level	Expiration	View	Name	Date	Level	Expiration	View

## **Job & Certification Profiles (Descriptions)**

*Identify, Clarify & Track*  
**the Talents Each Job Requires**

## Job Profiles (Job Descriptions)

Job Profiles				
<b>Job Title:</b> Chief Financial Officer	<b>Salary:</b> (USD) \$100,000.00 - (\$120,000.00) - \$140,000.00	<b>Fulltime</b>	<b>Active:</b> 0 in this position	11/13/2011 12:54:55 PM EST
<b>Job Family:</b> Accounting	<b>Department:</b> Fiscal	<b>Division:</b> Risk	<b>Organization:</b> NAVMAC Consulting	<b>Job Level:</b> Executive/Director
<b>Job Description:</b> Manages the financial risks of the organization. Responsible for financial planning, record-keeping and analysis of the data.				
Skills				
Type	Title	Description	Critical?	
Certifications	Certified Public Accountant		✓	
Skills	*Analytical Thinking	Analyzing information and using logic to address work-related issues and problems.	✓	
Skills	Complex Problem Solving	Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.	✓	
Skills	*Critical Thinking	Using logic and reasoning to identify the strength and weaknesses of alternative solutions, conclusions or approaches to problems.	✓	
Skills	Guiding, Directing and Motivating Employees	Providing guidance and direction to employees, including setting performance standards and monitoring performance.	✓	
Skills	Judgement & Decision Making	Considering the relative costs and benefits of potential actions to choose the most appropriate one.	✓	
Skills	Leadership	Willingness to lead, take charge, and offer opinions and direction.	✓	
Skills	Mathematical Reasoning	The ability to choose the right mathematical methods or formulas to solve a problem.	✓	
Skills	Mgt of Financial Resources	Determining how money will be spent to get the work done and accounting for these expenditures.	✓	
Skills	Problem Sensitivity	The ability to tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.	✓	
Skills	Time Mgt	Managing ones own time and the time of others	✓	
Work Styles	*Achievement/Effort	Establishing and maintaining personally challenging achievement goals and exerting effort toward mastering tasks.	✓	
Work Styles	Stress Tolerance	Accepting criticism and dealing calmly and effectively with high stress situations.	✓	
* indicates a Crucial, At-Risk Talent				
Job Performance Aids				
Job Performance Aid Title	Master Format	Master Location		

Similar to a Job Description; this screen identifies the different talents that are required to perform the job. It organizes the talents for the job by "type" (e.g. Knowledge, Skill, Competency, Certification, License, Achievements, Experiences, and Work Styles), is it Critical, and is it a "Crucial At-Risk" talent (very impactful and hard to find). It also list "tools" used to perform the job (Job Performance Aids) such as policies, work flow diagrams, procedures, software, checklists, equipment, manuals, laws and regulations, and forms. This is pivotal in: Recruiting & Selection, Talent Development, Performance Management, and Succession Management

## Create Internal and Regional Certifications

These can be used to achieve a variety of business functions such as setting standards for Special Talents:

- Needed across the organization, not as jobs, as "skills"
- That can meet "skills" needs and be used in Succession Management
- That can drive employees in self development; *achieve a certificate!*
- Can be used by Talent Development to create phases of learning to increase the effectiveness of curriculum
- Identify Experts such as SME's, Mentors & Coaches who can be used for a multitude a business needs.

Define a Certification

Use this form to define a Certification.

Search for:

Action	Title	Description	Active?	Quick Links
<a href="#">Edit</a>	Problem Analyst	Takes reported data for a situation; works with people involved in the situation to determine the exact problem: scope, frequency, ramifications (e.g. cost)	✓	<a href="#">Talents</a>
<a href="#">Edit</a>	Project Manager	Determine measurable objectives of a project from the project's Charter, Mission and/or Goals & Objectives; organize the project into phases, steps and activities; organize these with responsible team members, supporting team members, time-lines, resources necessary...; analyze project progress; report to the Project Team Leader on a scheduled periodicity the project progress with analysis; alert Project Team Leader when substandard performance is determined...	✓	<a href="#">Talents</a>
<a href="#">Edit</a>	Project Team Leader	Has the talents necessary to achieve project objectives in accordance with time-line and resources allocated. Maintain team cohesiveness; minimize conflicts and constructively manage conflicts as they arise. Maximize utilization of the talents of all team members in their different roles and as general team members.	✓	<a href="#">Talents</a>
<a href="#">Edit</a>	Research Specialist	Assess and identify critical, reliable resources; explore critical, reliable resources (on-line, hard copy documents, experts, associations...) to find similar situations and case studies, relative data, applicable solutions; compare information from a variety of resources to identify most applicable to our organization culture, situation and strategies...as they relate to problem and opportunity statements.	✓	<a href="#">Talents</a>

## More Clarification of Internal and Regional Certifications

*Exactly what skills, knowledge, experience, etc. do I need to get this certification to achieve the needs of my employer?*

Use this form to define the talents and proficiency requirements to hold a certification.

Save Edit Talents Done

Type	Talent Title	Min Proficiency	Verified?
Skills	Active Listening	Master	<input checked="" type="checkbox"/>
Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times			
Verification: Observation		Expiration: None	
Skills	Analytical Thinking	Master	<input checked="" type="checkbox"/>
Analyzing information and using logic to address work-related issues and problems.			
Verification: Observation		Expiration: None	
Skills	Communicating with Others	Competent	<input checked="" type="checkbox"/>
Providing information to supervisors, co-workers and/or people they manage by telephone, in writing, email, or in person.			
Verification: Observation		Expiration: None	
Skills	Complex Problem Solving	Competent	<input checked="" type="checkbox"/>
Identifying complex problems and reviewing related information to develop and evaluate options and implement solutions.			
Verification: Observation		Expiration: None	

## People Profiles

*Identify, Clarify & Track*  
the Talents Each Person Achieves

## People Profiles (Employees and Potential Employees)

### Profile, R. Love

<b>Employee:</b> Love, Robert Rblove65@yahoo.com	<b>Phone:</b> o: (614) 123-1234 c: (614) 432-1321	<b>Address:</b> 123 Street Columbus, OH 43227	04/30/15 11:49:06 EDT
<b>Organization:</b> NAVMAC Consulting	<b>Division:</b> Risk	<b>Department:</b> Sales/Marketing	<b>Location:</b> USA- Pittsburgh, PA
<b>Hire Date:</b> Not Defined			
<b>Recruiting Method:</b> Not Defined		<b>Recruiting Source:</b> Not Defined	

### Job Positions

Start Date	End Date	Job	Department	Division	Organization	Description
11/14/2010		Vice President	Information Technology	Design	NAVMAC Consulting	

### Talents

Type	Title	Critical?	Date	Level	Expiration	Issues
Certifications	CCNA				Missing	Talent verification is missing
Certifications	CCNP				Missing	Talent verification is missing
Certifications	Certified Fraud Examiner		11/16/2011	Novice	11/13/2013	Talent has expired
Certifications	IT Security Professional		11/17/2010		Missing	Talent verification is missing
Certifications	Management Supervisory Skills		01/14/2011		Missing	Talent verification is missing
Certifications	Security +		01/03/2011		Missing	Talent verification is missing
Not Defined	Project Management				Missing	Talent verification is missing
Skills	*Analytical Thinking		11/16/2011	Competent	None	Talent assessment is missing
Skills	Intuit Quickbooks		01/14/2011		None	Talent verification is missing
Skills	Rationale Positive Thinking		11/17/2010		Missing	Talent verification is missing

\* indicates a Crucial, At-Risk Talent

### References

Name	Title	Phone	Relationship
McVey, Melodie	Chief Operations Officer	(614) 888-7131	Manager

People Profiles or Resumes: People often have more talent than those required to perform their current job and sometimes they *don't* have all those talents. This function in facilitates organizations identifying all that a person has to offer, *their full worth*. It also allows the organization to do things such as identify: 1) if people have Crucial At-Risk talents (not necessarily associated with their current job) that would justify keeping them, even during RIF's; 2) people who are gaining skills that help in Succession Management; 3) people who have strong learning capabilities (it reports their Skills Growth Rate); and 4) talents they have to make them good parts of project teams. There are so many other ways this data can be used and there are different "groups" of people to use this with such as employees, potential employees, and students. If made available to Students, it provides a means of students using the same language as the Manufacturers, which increases the effectiveness of making candidate selections.

## Profiles for Back-Up's, Consultants, Contracts Employees, and Temporary Workforce

**Edit People**

Use this form to maintain the people within the corporation as either employees, contractors, consultants, or on an as-needed basis.

**Message: This Userid is not set up for Logon.**

<b>Email Address</b>	<input type="text" value="esmith1@navmac.com"/>	<b>Phone</b>	<input type="text" value="(xxx) yyy-zzzz"/>										
<b>First Name*</b>	<input type="text" value="Eric"/>	<b>Email Address</b>	<input type="text" value="Email address"/>										
<b>Last Name*</b>	<input type="text" value="Smith"/>	<b>Qualifications</b>	<input type="text"/>										
<b>Person Type*</b>	<input type="text" value="Temporary Employee"/>	<b>Restrictions</b>	<input type="text"/>										
<b>Address</b>	<input type="text" value="120 Grouse Court"/> <input type="text" value="Pittsburgh"/> <input type="text" value="PA"/> <input type="text" value="15367"/>	<b>Availability</b>	<input type="text"/>										
<b>Office Phone</b>	<input type="text" value="(724) 123-4567"/>	<b>Limitations</b>	<input type="text"/>										
<b>Cell Phone</b>	<input type="text" value="(724) 891-0111"/>	<b>Cost</b>	<input type="text"/>										
<b>Active*</b>	<input type="text" value="Yes"/>	<b>Supervisors and Evaluators</b>											
* Required		<table border="1"> <thead> <tr> <th>Action</th> <th>Relationship</th> <th>Name</th> <th>Start Date</th> <th>End Date</th> </tr> </thead> <tbody> <tr> <td colspan="5" style="height: 50px;"></td> </tr> </tbody> </table>		Action	Relationship	Name	Start Date	End Date					
Action	Relationship	Name	Start Date	End Date									
<b>Organization</b>	<input type="text" value="NAVMAC Consulting"/>	<input type="button" value="Add Upper Relationship"/>											
<b>Division</b>	<input type="text" value="Implementation"/>												
<b>Department</b>	<input type="text" value="Operations"/>												
<b>Location</b>	<input type="text" value="USA- Pittsburgh, PA"/>												
<b>Timezone</b>	<input type="text" value="America/New_York"/>												
<b>Updated By</b>	Melodie McVey												
<b>Updated On</b>	11/13/2011 11:28:43 AM												
<input type="button" value="Save"/> <input type="button" value="Talents"/> <input type="button" value="Profile"/> <input type="button" value="Refresh"/> <input type="button" value="Cancel"/>													