

## hSenid COMPETENCE MANAGEMENT

### **Assess Competence Gaps**

Calculate gaps between actual and desired competences. Knowing at all times the competence coverage and gaps in the company, in its departments and individuals, will allow you to make appropriate, well-balanced decisions.

### **Manage Employees' Competences in a Targeted and Effective Way**

Based on identified gaps, use resources from the resource center (such as trainings, e-learning courses, books etc.) to close these gaps. It can be a self-driven process, or based on supervisor recommendations and decisions. This results in targeted deployment of scarce resources.

### **Build a Learning Culture**

With the support of the solution, establish comprehensive competence management system, and thus make your employees focused on constant development and learning. Shed light on the actual needs (gaps), and provide the opportunities (resources). Find experts in particular areas and make them mentors agents of development.

### **Platform for Self-initiated Development**

Every person can benchmark him/herself against others, or against other designations, and thus direct own development/career in the desired way. This results in increased motivation for improvement.

### **Create the Best Work Teams**

Use the solution to get the best out of employees' proficiencies and skills. Reduce the time needed to make the most appropriate human resource allocation decisions.

### **Conduct Competence Assessments**

Conduct assessments within specified periods to validate competencies of your employees and keep available competency rankings up to date.

**Competence Management** is one of the key components of an enterprise development program. It focuses on aligning the organizational competences with the required level, and thus utilizing human capital in the best possible way. For organizations facing pressure of competition, managing human capital is critical to succeed.

**hSenid** Competence Management defines the competences and levels required for specific job roles and provides powerful tools to assess, monitor and manage competences of your employees. The whole career/succession and training plans are based on the needs and current competence levels.

**hSenid's** solutions are backed by years of experience. hSenid Business Solutions is specialized in HR Management Information Systems and has extensive experience with implementation and integration of its products across different sectors. Just like the rest of its solutions, Competence Management can easily be integrated with any third party software.

## HRMenterprise

01. Employee Information Manager
02. Organization Structure
03. HR Admin Services
04. Employee Life Cycle
05. Recruitment
06. Disciplinary
07. Time & Attendance
08. Leave Management
09. Payroll
10. Benefits Administration
11. Fund Management
12. Pension Management
13. Request Tracking
14. Competence Management
15. Training & Development
16. Performance Management
17. HR Planning
18. HR Dash Board
19. Employee Self Service
20. Report Navigator
21. Analytical Tools



## FEATURES

Competence Management comes as an optional module of hSenid's comprehensive HRM Enterprise. It brings you a complex, yet easy to use and flexible platform to manage competences within your organization. Competence Management lets all employees reap benefits from consciously directed learning, aimed at achieving the targeted level of organizational competences. When integrated with hSenid Performance Management and Training & Development modules, the system provides a full-blown solution for human resource development. The features of this module are extensive. The information provided here is just a short glimpse of its capabilities.

### ✓ DEFINE OWN COMPETENCE LIBRARY

The System provides an easy to use platform to define, maintain and update your own library of competences, with a 2-level categorization. The Library enables creating competency profiles for each designation in the organisation which links to each individual.

### ✓ CONDUCT REGULAR ASSESSMENTS OF EMPLOYEES

The module provides features to conduct regular or ad-hoc employee assessments. Based on the assessment, personal competence profiles are updated and relevant training needs are identified. Historical data are kept for comparison purposes.

### ✓ DEVELOPMENT RESOURCE CENTRE

Define different resource types and resources that can be used to close identified gaps and contribute to employee development. Employees can utilize resources that are available, or for request resources that are scarce.

### ✓ SELF-INITIATED LEARNING

Based on personal benchmarking, employees can add new competencies to their profiles and use/request for appropriate resources, thus widening their scope of competencies. which is an important motivating factor for human capital development.

### ✓ WORK ASSIGNMENT BASED ON COMPETENCIES

For projects and ad-hoc staffing decisions, managers can individually look up at the people who match the desired competence profiles, find the best fit and suggest job rotation within the organisation if required.

### ✓ ASSIGN COMPETENCE PROFILE TO EACH DESIGNATION

The key organizational competencies can be utilized to create designation profiles. Assign skills, required levels and importance to each designation, can be done and monitored.

### ✓ CARRY OUT GAP ANALYSES AND TRACK PROGRESS

Built-in graphical reports allow managers to see how the organization meets the competence requirements, on individual, departments or other selected criterias. It is also possible to view the progress achieved over a selected period.

### ✓ PERSONAL BENCHMARKING

Every person in the organisation can use the features to view his/her match with current designations, and to analyze needed development in order to match with any other selected designation. This promotes career planning and self-driven learning.

### ✓ TRACK EMPLOYEES WITH HIGHEST POTENTIAL

Managers can view at the best skilled employees, who are thus suitable candidates for internal recruitments. Knowledge about internal capacity leads to justified staffing decisions. Also, it's possible to assign experts as mentors who provide on-the-job trainings.

### ✓ REPORTING FEATURES

Extensive reporting capabilities provide predefined as well as custom defined reports. Standard reports include progress tracking, extensive multilevel gap-analysis, training needs analysis, expert lookup, over-skilled/under-skilled employees, competency evaluation etc.



To read more about hSenid, our products, services, customers and why we think you should choose us as your solution provider, please visit [www.hSenid.com](http://www.hSenid.com)

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