KEY COMPETENCY AREAS AND REPRESENTATIVE BEHAVIORS

Generating New Business
- ✓ Introducing Yourself to People You've Never Met
- ✓ Convincing Others to Do Things in New Ways
- ✓ Persuading People to Make a Commitment

Cultivating Existing Business
- ✓ Understanding Customers' Needs and Expectations
- ✓ Recognizing Opportunities for Additional Sales
- ✓ Asking for Additional Sales

Providing Services to Others
- ✓ Tuning in Carefully to Others, "Walking in their Shoes"
- ✓ Helping People and Answering their Questions
- ✓ Resolving Disagreements and Complaints

Working with Data
- ✓ Gathering, Comparing or Computing Information
- ✓ Organizing or Manipulating Data
- ✓ Synthesizing or Interpreting Data and Drawing Conclusions

Managing Others
- ✓ Giving Directions to Other People
- ✓ Coaching Others to Help them Perform Better
- ✓ Delegating the Tasks Needed to Complete a Project

Entrepreneurial Leadership
- ✓ Establishing a Vision of the Future
- ✓ Making the Vision a Reality
- ✓ Persuading Others to Help them Perform Better

Working on a Team
- ✓ Cooperating to Achieve Common Goals
- ✓ Putting Personal Feelings Aside for the Common Good
- ✓ Cultivating and Maintaining Working Relationships

Planning and Organizing Activities
- ✓ Identifying Goals and Setting Priorities
- ✓ Planning Projects and Establishing Deadlines
- ✓ Managing Time and Commitments

Working with Things
- ✓ Working with Materials, Machinery or Tools
- ✓ Maintaining or Repairing Machinery
- ✓ Installing, Checking or Troubleshooting Machinery

Solving Complex Problems
- ✓ Identifying and Researching Complex Strategic Issues
- ✓ Analyzing and Organizing Root Causes and Trends
- ✓ Defining and Deciding Upon Alternative Solutions

Because finding a job shouldn't be one.