QUESTION SET 2: COMPETENCY - SKILLS, KNOWLEDGE, AND ABILITIES

Includes the individual’s skills, knowledge and abilities. How well is the participant equipped to perform his/her job duties? Accesses what they can do and what they know.

1. The participant treats all people fairly.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable

2. The participant demonstrates cultural sensitivity.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable

3. The participant creates a diverse workforce.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable

4. The participant demonstrates an understanding of equal employment opportunity laws.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable
5. The participant clarifies roles and expectations of employees.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable

6. The participant communicates relevant information to others.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable

7. The participant delegates work appropriately.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable

8. The participant is an effective problem solver.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable

9. The participant works collaboratively with others.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable
10. The participant is invested in the development of others.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable

11. The participant motivates others.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable

12. The participant conducts meetings effectively.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable

13. The participant is an effective fiscal manager.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable

14. The participant is well organized.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable
15. The participant practices effective performance management.
   A. Always
   B. Very Frequently
   C. Occasionally
   D. Rarely
   E. Very Rarely
   F. Never
   G. Not Applicable