

**IBC Project Manager Cluster
Final**

Approved by the Competency Model Review Board 06/08/15

Competency	Definition	Proficiency Level			Remarks
Administration and Management	Knowledge of planning, coordination, and execution of business functions and resource allocations.	<u>GS-5-10</u> 3	<u>GS-11-13</u> 4	<u>GS-14-15</u> 5	
Creative Thinking	Develops new insights into situations and applies innovative solutions to solutions to assigned projects suggesting improvements or significant modifications to existing processes.	<u>GS-5-10</u> 3	<u>GS-11-13</u> 4	<u>GS-14-15</u> 5	
Influencing/ Negotiating	Persuades others; builds consensus through give and take; gains cooperation from others to obtain information and accomplish goals.	<u>GS-5-10</u> 3	<u>GS-11-13</u> 4	<u>GS-14-15</u> 5	
Leadership	Inspires, motivates, guides others toward goals; coaches, mentors, challenges staff; adapts leadership styles to various situations; models high standards of honesty, integrity, trust, openness, and respect for individuals by applying these values daily.	<u>GS-5-10</u> 3	<u>GS-11-13</u> 4	<u>GS-14-15</u> 5	

Competency	Definition	<u>Proficiency Level</u>			<u>Remarks</u>
Project Management	Applies knowledge, skills, tools, and techniques to project activities to meet project requirements accomplished through the application and integration of the project management processes of initiating, planning, executing, monitoring, controlling and closing.	GS-5-10	GS-11-13	GS-14-15	
		3	4	5	

Proficiency Level Definitions:

1 = Awareness: Applies the competency in the simplest situations; requires close and extensive guidance; demonstrates awareness of concepts and processes.

2 = Basic: Applies the competency in somewhat difficult situations; requires frequent guidance; demonstrates familiarity with concepts and processes.

3 = Intermediate: Applies the competency in difficult situations; requires occasional guidance; demonstrates understanding of the concepts and processes.

4 = Advanced: Applies the competency in considerably difficult situations; generally requires little or no guidance; demonstrates broad understanding of concepts and processes.

5 = Expert: Applies the competency in exceptionally difficult situations; serves as a key resource and advises others; demonstrates comprehensive expert understanding of concepts and processes.