IBC GS-1101 Cluster
Business & Industry Related Positions – Multiple Position Titles
Final

Approved by the Competency Modeling Review Board 06/17/2016

Competency	Definition	Proficiency Level			Remarks
		GS-05-10	GS-11-13	GS-14-15	
Analytical Thinking	Able to breakdown raw information and undefined problems into specific, workable components that, in turn, clearly identify the issues at hand. Makes logical conclusions, anticipates obstacles, and considers different approaches that are relevant to the decision making process.	3	4	5	
Decision Making	Makes sound, well-informed and objective decisions; perceives the impact and implications of decisions; commits to action, even in uncertain situations, to accomplish organizational goals; causes change.	3	4	5	
External Awareness	Identifies and keeps up-to-date on key agency policies/priorities and economic, political, and social trends which affect the organization; understands where the organization is headed and how to make a contribution.	3	4	5	

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Competency	Definition	Proficiency Level			Remarks
		GS-05-10	GS-11-13	GS-14-15	
Information Management	Identifies a need for and knows where or how to gather information, organizes and maintains information or information management systems.	3	4	5	May include work related to the following areas **but** relatedness is specific to each position: Systems: Use Management Modification Support Information: Research Marketing Research Studies Surveys
Legal, Government, & Jurisprudence	Knowledge of laws, legal codes, court procedures, precedents, legal practices and documents, government regulations, executive orders, agency rules, government organization and functions, and the democratic political process.	3	4	5	

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Competency	Definition	Proficiency Level			Remarks
Planning and Evaluating	Determines objectives and strategies; coordinates with other parts of the organization to accomplish goals; monitors and evaluates the progress and outcomes of operational plans; anticipates potential threats or opportunities.	GS-05-10 3	GS-11-13 4	GS-14-15 5	
Technical - Business and Industry	Performs work in support of programs and/or an organization's business operations across a broad spectrum of activities such as acquisition policy, grants and assistance agreements, procurement systems, property management, space management, communications and/or business development; develops, coordinates, implements, and/or monitors activities related to the organization's business programs.	GS-05-10 3	GS-11-13 4	GS-14-15 5	

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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.

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