



Aligning Human Capital Processes

Use **Competency Manager** to drive superior performance and create a framework to align human capital processes. Competency Manager includes the Workstream Competency Dictionary, with over 9,000 technical and 60 behavioral competencies. Utilize Workstream's human capital content (plus your own) to improve recruiting, performance management, employee development, compensation, and succession planning. Save time and money by becoming editors rather than creators of competencies, roles and jobs – with the power to customize human capital content to fit your organization's perspective. Use Workstream's Consulting Services to ensure to the implementation of a powerful, empowering new system that meets your specific business needs.

Key Competency Manager Capabilities

- **Workstream Competency Dictionary** - Organized by competency family, the 9,000+ competencies can be searched, viewed, edited, and linked to competency profiles and learning activities.
- **Create and Edit Competency Definitions** - Competencies can be added to the dictionary, or you can change existing competency definitions to meet your exact needs.
- **Pop-up Definitions** - Full competency definitions and assessment scale information appear in pop-up windows.
- **Manage other Human Capital Content** - Comprehensive Job Profiles can include other employee attributes such as key job responsibilities, goals, certifications and licenses, education, and other requirements such as willingness to travel or work location, important for human capital practices such as hiring and performance management.
- **20+ Standard Rating Scales Included** - Plus the total flexibility to create your own scales.
- **Create Competency Profiles** - Within each job or position, you can identify human capital content required for selection, performance management, development, and succession planning.
- **Required Proficiency Levels** - You can specify the required level of proficiency for each competency within each job or position.

- **Manage Interview Questions** - Manage and edit interview questions, including the 10 interview questions included for each of 60 behavioral competencies. This ensures that your selection process focuses on the competencies and behaviors that best predict top performance.
- **Manage Learning Content and Links to Competencies** - Learning activities including courses, e-Learning, and books can be linked to competencies to offer learning at the current proficiency level of the employee.
- **Jobs and Roles** - The Workstream Competency Manager includes a Job and Role Library, with over 500 competency-based role profiles to make competency modeling quick, easy, and cost-effective.
- **Ease of Integration with other Systems** - Content created using Competency Manager can be easily uploaded to your LMS or HRIS.

About Workstream Inc.

Workstream provides enterprise workforce management solutions and services that help companies manage the entire employee lifecycle – from recruitment to retirement. Workstream's TalentCenter provides a unified view of all Workstream products and services including Recruitment, Benefits, Performance, Compensation, Development and Transition. Access to TalentCenter is offered on a monthly subscription basis under an on-demand software delivery model to help companies build high performing workforces, while controlling costs. With 9 offices across North America, Workstream services customers including Chevron, The Gap, Home Depot, Kaiser Permanente, Motorola, Nordstrom, Samsung, Sony Music Canada, VISA and Wells Fargo. For more information visit www.workstreaminc.com or call toll free 1-866-470-WORK.



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