

TECHNICAL COMPETENCY INDICATORS – PROJECT OFFICER (Grade 8)

<p>1. Decision Making</p>	<ul style="list-style-type: none"> ○ Considers consequences and risks in order to assess the timing for a decision ○ Makes decisions in a timely manner when the options and consequences are clear ○ Recognises issues, problems, or opportunities and determines whether action is needed to advance the decision making process
<p>2. Project Management</p>	<ul style="list-style-type: none"> ○ Can contribute to the plans and management of SOLAS projects ○ Can guide the work of technical staff ○ Serves as liaison between business and technical aspects of projects ○ Monitors project stages and assesses business implications for each stage ○ Assesses progress to assure deadlines, standards, and cost targets are met
<p>3. Interactive Technology</p>	<ul style="list-style-type: none"> ○ Ability to select and apply contemporary forms of technology to solve problems and compile information to support SOLAS's strategic initiatives ○ Demonstrates awareness of new ways in which individuals can use technologies
<p>4. Monitoring and Quality Control</p>	<ul style="list-style-type: none"> ○ Can attain high standards and measures despite pressing deadlines ○ Pays attention to detail, is thorough and methodical ○ Tests new methods thoroughly ○ Strives for excellence in all aspects of work ○ Audits outcomes when necessary
<p>5. Analysis of Information and/or Data</p>	<ul style="list-style-type: none"> ○ Examines data to understand issues, draw conclusions and solve problems ○ Identifies key facts in a range of data, breaks down complete information into component parts ○ Applies logic and complex layers of rules to analyse data ○ Categorises complicated information ○ Develops a conceptual understanding of the meaning of a range of information ○ Anticipates risks and considers all possible solutions
<p>6. Financial Management</p>	<ul style="list-style-type: none"> ○ Understands the organisation's financial processes ○ Assists in the preparation and administration of the programme/project budget ○ Can schedule procurement and contracting to achieve desired results ○ Uses cost-benefit thinking to set expenditure priorities

