Advanced Competency and Skills Evaluation Training Course

22 – 26 February 2027
Addis Ababa

AGILE LEADERS
Training Center

AGILE LEADERS
Training Center

Advanced Competency and Skills Evaluation Training Course

Ref: 1100_224263 **Date:** 22 – 26 February 2027 **Location:** Addis Ababa **Fees:** 4500 Euro

Overview

Advanced Competency and Skills Evaluation Training Course is a one-week course for HR managers, talent specialists, workforce planners, assessment professionals and functional leaders, who leave with a Competency Assessment and Calibration Pack. Participants define proficiency evidence, select job-relevant methods, build rating guides, calibrate assessors and analyze skills gaps. The course turns varied observations into traceable development decisions. Agile Leaders Training Center develops competency and skills evaluation capability.

Who Should Attend

- Teams responsible for competency architecture, talent assessment and workforce capability
- Functions responsible for learning, development and succession decisions
- Assessment practitioners responsible for interviews, simulations and work samples
- Workforce planners responsible for current and future skills evidence
- Functional leaders responsible for confirming role-specific proficiency

The course assumes participants already use role requirements or workforce data, and it leaves out job grading, compensation design, routine performance appraisal and recruitment-only interviewing.

Departments and Industries

The course supports departments and industries that require consistent evidence about workforce capability.

- Human resources, talent management and organizational development
- Learning, workforce planning and succession management
- Energy, construction, manufacturing and logistics
- Healthcare, education, technology and professional services
- Public organizations, finance and telecommunications

Learning Objectives

By the end of this course, participants will be able to:

- Build competency definitions and proficiency indicators
- Compare job-relevant assessment methods
- Design structured questions, simulations and work samples
- Apply evidence rules and behavioral rating guides
- Evaluate reliability, fairness and assessor consistency
- Analyze skills gaps for development decisions

AGILE LEADERS
Training Center

Course Agenda

Day 1: Competency Architecture and Evidence

- Role Requirement and Competency Map
- Knowledge, Skill and Behavior Definition Grid
- Proficiency-Level Indicator Scale
- Observable Evidence and Criterion Matrix
- Assessment Purpose and Decision-Use Statement

Day 2: Assessment Method Design

- Assessment Method Suitability Matrix
- Structured Competency Interview Guide
- Work Sample Task Blueprint
- Simulation and Exercise Design Sheet
- Multi-Method Evidence Plan

AGILE LEADERS
Training Center

Day 3: Rating Quality and Fairness

- Behaviorally Anchored Rating Guide
- Evidence Sufficiency and Relevance Rules
- Assessor Bias and Error Checklist
- Scoring Rationale and Audit Trail
- Participant Information and Feedback Protocol

Day 4: Calibration and Gap Analysis

- Assessor Calibration Case Set
- Inter-Rater Agreement Review
- Competency Profile Evidence Dashboard
- Required-versus-Observed Skills Gap Matrix
- Development Priority Decision Rules

Day 5: Competency Evaluation Practice

- Exercise: Define Proficiency Evidence
- Exercise: Design an Interview and Work Sample
- Exercise: Rate and Calibrate Assessment Evidence
- Exercise: Diagnose Skills Gaps and Priorities
- Capstone Exercise: Competency Assessment and Calibration Pack

Practical Exercises

The course uses suggested activities to convert role requirements and observed performance into defensible capability decisions.

- Suggested activity: define behavioral indicators for an engineering or service competency
- Suggested activity: build a structured interview and job-relevant work sample
- Suggested activity: calibrate independent ratings against shared evidence rules
- Suggested activity: convert an assessed skills gap into a prioritized development action

FAQs

Who suits competency and skills evaluation training, and what does it assume?

HR managers, talent specialists, assessors, workforce planners and functional leaders suit the training. It assumes access to role requirements, competency definitions or workforce evidence.

How does competency and skills evaluation differ from performance appraisal?

Competency evaluation tests evidence against defined proficiency requirements, while performance appraisal reviews results and conduct during a period; the two may inform each other but answer different questions.

What makes competency assessment evidence defensible?

Defensible evidence is job-relevant, observable, sufficient, consistently rated, documented and interpreted only for the decision purpose established before assessment.

Why calibrate competency assessors?

Calibration exposes different interpretations of rating anchors, evidence sufficiency and proficiency thresholds so assessors can align judgments and document unresolved uncertainty.

How should a skills gap be used?

A skills gap should guide a proportionate development response after considering the required proficiency, evidence quality, business priority, learning opportunity and whether reassessment is needed.

AGILE LEADERS
Training Center

Conclusion

Participants take back a Competency Assessment and Calibration Pack containing competency maps, proficiency scales, assessment blueprints, rating guides, calibration cases, evidence dashboards and gap matrices. The pack makes methods, evidence and assessor judgments traceable. It supports consistent development, deployment and succession decisions without reducing capability to unsupported scores.