

COMPETENCYCORE
Product Overview

Fulfill Your HR Mission.

Job description, competency, and career management software that puts you in control.



Fulfill your HR mission to hire, retain and develop your best people. CompetencyCore™ by HRSG makes it easy to create, edit and manage your job descriptions, all linked with industry-best competencies.



At HRSG, we've distilled 30 years of expertise into the leading job description and competency management software product available.



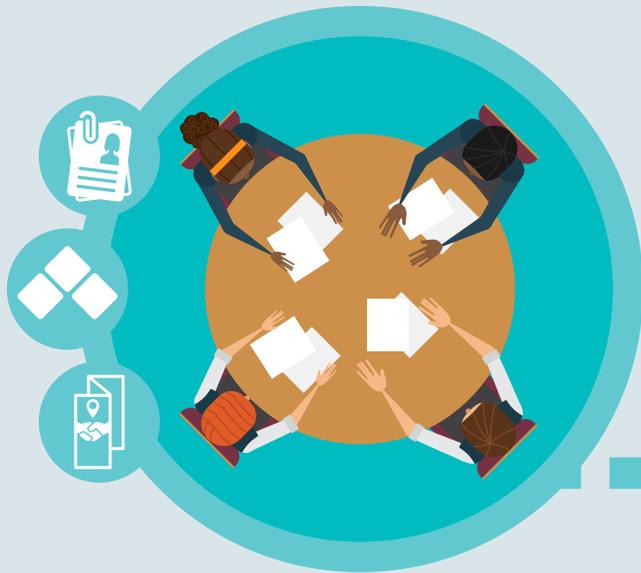
Combining Job Descriptions with the Power of AI

Take the 'job' out of job descriptions with AI generated and expert reviewed job descriptions. Our AI analyzes over 30,000,000 data points to create best of breed job descriptions that are updated over time so that you don't have to.



CompetencyCore by HRSG helps HR professionals in small and mid-sized companies fulfill their mission to hire, retain and develop the best people. Start with Mapping to define your jobs and competencies and then add Navigating to engage your employees.

MAPPING



NAVIGATING



Take control of your HR practices with software to manage **job descriptions**, **competencies** and **interview guides**.

Empower your employees with career management software that offers competency-driven **career pathing**, **assessment**, **development** and **insights**.



Job Description Management

Take the 'job' out of job descriptions. Create, manage and maintain your job descriptions with intuitive tools to engage employees and increase accountability.

AI Generated, Expert Reviewed



Our AI analyzes millions of jobs to produce standard job descriptions that are then reviewed by experts in job analysis and competencies.

500+ Job Titles



Choose from over 500 job titles covering a range of corporate positions. Includes competencies, job summary statements, responsibilities and knowledge areas.

Version Control



Keep track of the latest version of job descriptions and auto-create new versions every time a job description has significant edits.

Validation Survey & Employee Sign-Off



Engage employees in providing input with built in workflows to send drafts for review and capture input directly on the job. Then record employee signatures on the job description, and get agreement from employees that these are their assigned duties.

Competency Suggestion Engine



Our AI will suggest the most relevant competencies for your jobs based on the job summary and responsibilities with a click of a button.

Job Sentences



Copy and paste sentences into your job description, and the software will automatically create library items that you can then use on other job profiles.



Competency Management

Measure & manage your workforce with the most comprehensive set of competencies and competency management tools.

MAPPING



Expert Developed Content



Our 500+ competencies have been refined over 30 years by experts in competency development. Includes behavioral, technical and leadership competencies.

Manage and Edit



Make changes to the competencies to reflect your company language, tone and core competencies, or add your own competencies. Ensure the latest competencies are included on every job description at all times.

Core Competencies



Identify shared company values, and standardize them for all jobs in the company. Apply core competencies to all jobs with one click.

Competency Profile Builder



Survey your managers and employees on the key competencies needed for the company and in their jobs with our purpose-built competency profiling survey tool.

Statuses



Control how competencies are added, and prevent accidental deletion with the ability to create drafts and archive published versions.

Embedded Insights



Get a visual representation of which competencies are being used the most (or the least) within your organization.



MAPPING



Interview Guide Builder

Take control of your selection interviews with a practical solution to improve the quality of your hires and accelerate your hiring process.



Large Bank of Questions

Use over 1500 pre-built questions with follow-ups to interview your potential hires. Every question is written to assess a specific competency at a defined level of proficiency.



Best Practice Interview Techniques

Take advantage of our best practice interview procedures, rating scales, and introduction/conclusion scripts to ensure your hiring managers follow a best practice approach to running competency-based selection interviews. All templates are fully customizable.



Smart Question Suggestion

The system automatically suggests questions based on the competencies included on the job descriptions for the related job.



Drag and Drop Question Ordering

Reorder questions with a simple click and drag interface and add new questions easily.



Easy Output

Export your guide in Word or PDF to take with you to the interview. Our simple interview guide formats support a natural, standardized interview process, and have built in scoring guides for easy note taking.

Career Path Navigation

Retain your top talent with career management tools that enable employees to navigate your organization's advancement opportunities.



Visual Career Path

Visually represent career paths with a flow diagram that shows next steps and alternate paths.



Personal Employee Space

The central hub where employees build their profile of competencies, experience, certification and education. Flexible configuration settings to require manager validation of competencies or skills.



Job Matches

Employees can explore how their profiles align to other jobs or career development opportunities across the organization.



Flexible Career Pathing Options

Employees can set a target job, or free-explore from their current role to determine their career path.



Link to Assessment and Development Plans

Launch assessments and development plans right from the career path to identify and address competency gaps specifically related to the next step on the journey.

NAVIGATING



Competency Assessment

Measure and address strengths and weaknesses in your workforce with simple, effective and customizable competency-driven assessment tools.



Flexible Assessment Configurations

Choose to either assess an employee's depth or breadth of ability with in-depth job-specific assessments, or competency diagnostic tools.



Multi-Rater Capabilities

Set rater options to include self, supervisor or 360 assessment.



Single/Bulk Dispatch

Dispatch assessments directly to specific employees, or set-up a bulk send to deliver the same assessment to multiple people.



Detailed Assessment Reports

Generate instant reports that protect assessor anonymity and provide details on the employee's strengths and gaps to support learning and development.



Auto Suggest Learning Activities

Configure reports to automatically assigned relevant learning resources and activities to address competency gaps identified through the assessment.



Aggregate Reporting

Measure organizational or departmental strengths and competency gaps and guide training and development. Track completion rates organization-wide and by departments.

NAVIGATING



Development

Map out a clear action plan for addressing competency gaps and achieving career-progression goals.



Link Competencies to Development

Create actionable plans around competency gaps.



Build Directly from Assessment Results

Create development plans directly from identified weaknesses during assessments with the press of a button.



Easily ID Learning Resources

Learning resources come associated to competencies, and can be selected from when building a personal development plan.



Standardize Development Plans

Managers can build template plans that can be used by anyone looking to accomplish a specific goal or objective.



Track Development Progress

All plans have goal tracking, and the capability to store comments and feedback about the goals on the plan.



Insights

Hire, develop, and retain the best talent with intuitive, real-time data and insights. Analyze talent insights and view trends across your jobs and employees.



Employee-Job Match Statistics

See at a glance which employees are in a given job, and how closely their profile matches the job requirements.



Tracking Hi-Po's

Mark high-potential performers for target jobs, and see if they have an active career path that aligns.



Succession Planning Features

Bench Strength measures lets HR know how easy a job will be to fill internally; and potential matches shortlist successors.



Manage Your Team

See your direct reports' activities, career paths and personal profiles, and dispatch assessments or development plans to them from one location.



Team Structure

Drill down to your direct reports' teams and view activities and personal profiles.



Career Ladders

Start from a high-level job, and see which jobs feed into it, using career ladders.



CompetencyCore Subscription Plans

HRSB's job description, competencies, and career management software is designed to help HR professionals in growing businesses fulfill their mission to hire, retain and develop the best people.

Start with the base subscription, **CompetencyCore Mapping** to define your organization's jobs and competencies, or implement **CompetencyCore Navigating** to take advantage of our competency-driven career management tools.

	CompetencyCore Mapping	CompetencyCore Navigating
Software		
Administration, settings & user management	✓	✓
Job Description Management	✓	✓
Competency Management	✓	✓
Interview Guide Builder	✓	✓
Career Path Navigation		✓
Competency Assessment		✓
Development		✓
Insights		✓
Content		
500+ Job Descriptions	✓	✓
40+ Behavioral Competencies	✓	✓
8 Transformational Leadership Competencies	✓	✓
150+ Corporate Technical Competencies	✓	✓
Industry Technical Competencies	Available as add-on	Available as add-on
1500+ Interview Questions	✓	✓
Mapped Learning Resources		✓
Support		
Email Support: Response time guaranteed within one business day, Monday to Friday, 9am-5pm EST, excluding Canadian statutory holidays	✓	✓
On-demand Knowledge Base	✓	✓
Implementation		
Kick-start implementation package: Dedicated implementation specialist provides support and technical training	6 hours	12 hours
Updates		
Ongoing product updates and enhancements, minimum of four updates per year	✓	✓
Annual content updates to Job Descriptions, Competencies, Interview Questions & Learning Resources	✓	✓

Take the Next Step

Think CompetencyCore could be the right fit for you? Get in touch with your Sales Representative to continue your journey towards hiring, retaining, and developing the best people.

See it in Action

Check out our Software Tour video to see how CompetencyCore works.

Watch the Video

About HRSG

For three decades, HRSG has delivered products and services to define talent needs, address skill deficiencies and improve individual and organizational performance.

Our Products division has distilled that 30 years of expertise into a competency, job description and career management software solution. Leveraging the power of AI, CompetencyCore™ is unlike any other product on the market, bringing together the power of competencies and the utility of job descriptions.

Our Talent Management Solutions division delivers best practice professional services in competency-based management, testing and assessment. In addition, we train HR professionals worldwide in our competency-based management methodologies.

To learn more about how HRSG's software makes HR professionals proactive and in-control, visit us at www.hrsg.ca or call 1-866-574-7041 x600.

