

Job Competencies for the Future

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The most important focus-points of the human resources policy of Belstat



The main principles of the human resources management

The main principles of the human resources management in Belstat are:

orientation to state statistics strategic goals and objectives

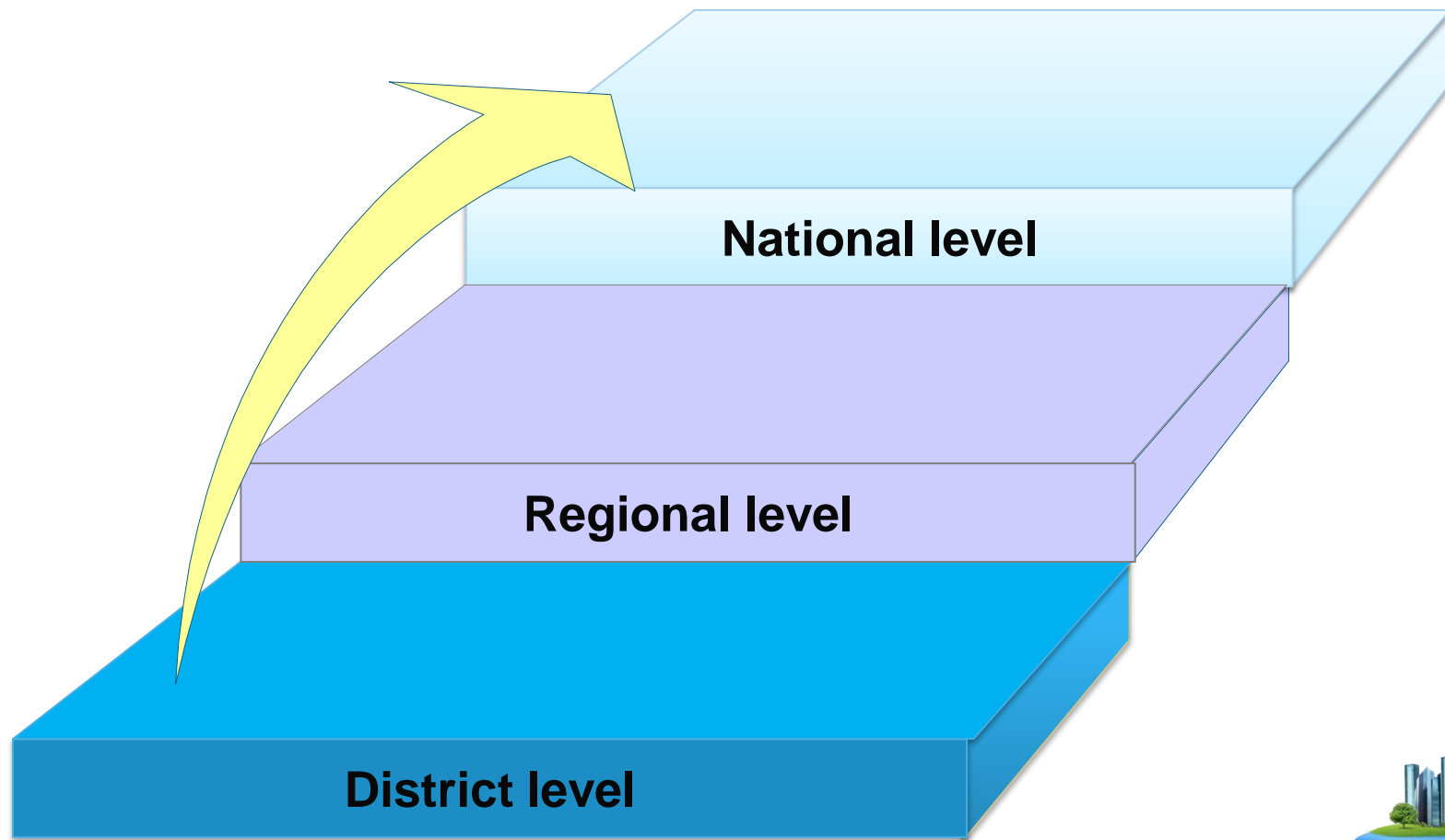
recruitment in view of the combination of professional and personal qualities of the applicants

professional development, training and planning of career prospects of the staff

development of interpersonal communication



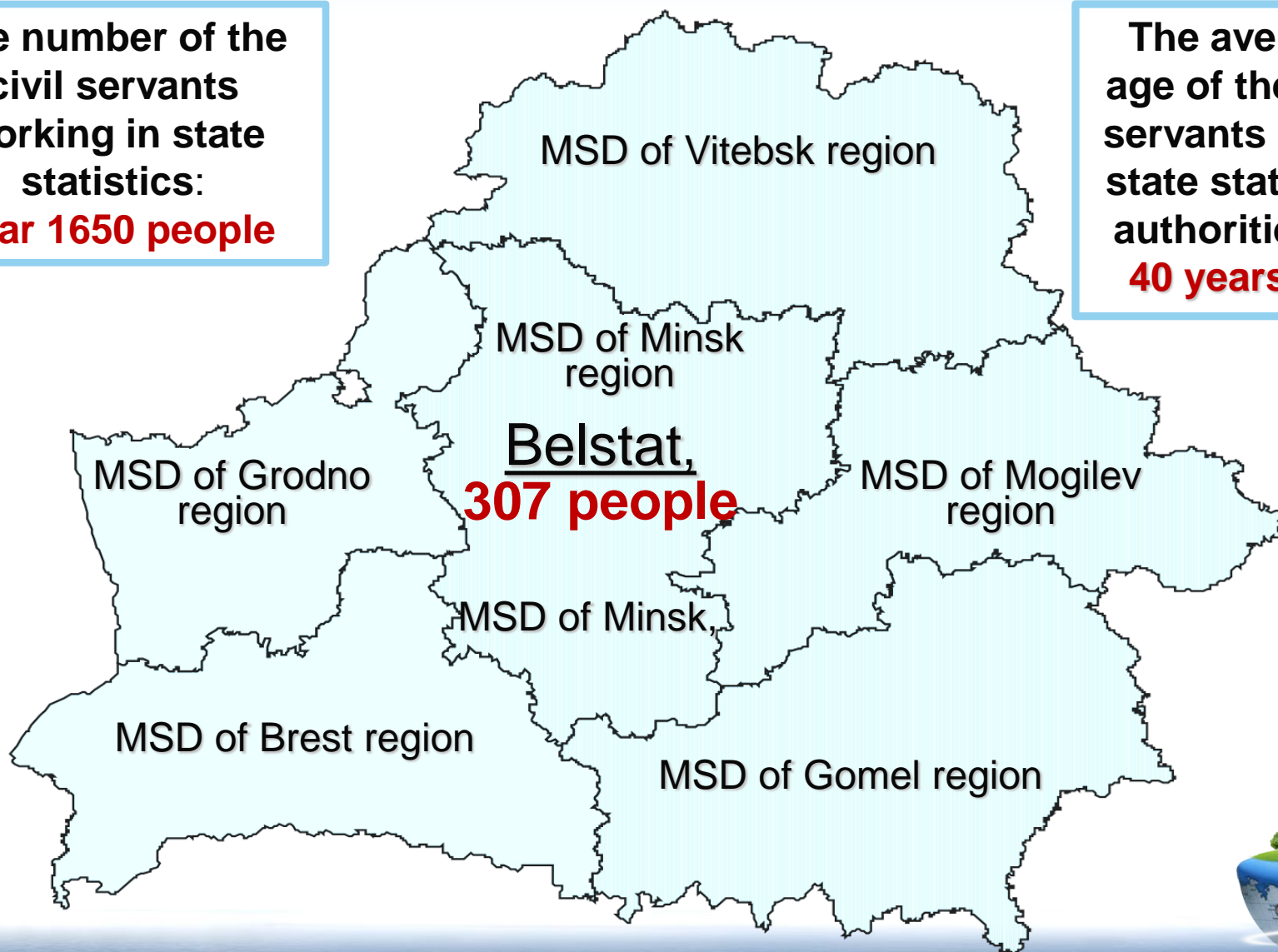
System of the National Statistical Committee of the Republic of Belarus



The state statistics authorities system

The number of the
civil servants
working in state
statistics:
near 1650 people

The average
age of the civil
servants in the
state statistics
authorities is:
40 years old

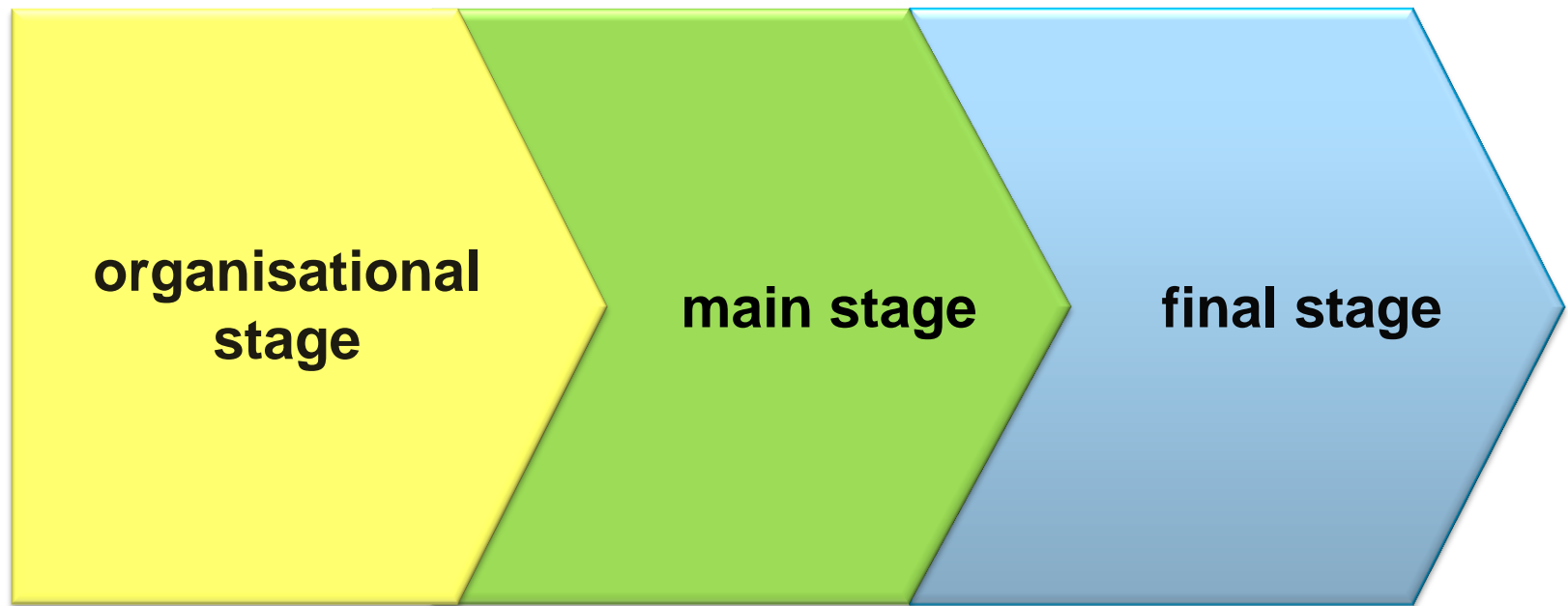


Job competencies for the future

- 1. What job competencies should the staff have in the future?**
- 2. Does the organisation need to develop professional competencies profiles of positions?**
- 3. How can you find staff with the necessary competencies?**



Development stages of professional competency profiles of positions



Development stages of professional competency profiles of positions

Organisational Stage

- set up a working group consisting of experts in different spheres of statistics, legislation, human resource management
- approve organisational arrangements for the development of professional competency profiles of positions
- prepare guidelines and recommendations for the development of professional competence profiles of positions; set deadlines for specific related activities



Development stages of professional competency profiles of positions

Main Stage

- define a structure of position profile
- filling in the main sections of professional competencies profiles by the management (position characteristics, requirements to the level of professional competency)
- analyse the information received; generate the key criteria for the development of profiles on the basis of the analysis



1. POSITION DESCRIPTION		
1.1.	Name of the government authority	National Statistical Committee of the Republic of Belarus (Belstat)
1.2.	Position title	
1.3.	Position objective	
1.4.	Content of performed work	
2. REQUIREMENTS TO THE LEVEL OF PROFESSIONAL COMPETENCY OF THE STAFF		
2.1. Qualification requirements		
2.1.1.	Education	
2.1.2.	Period of service	
2.2. Special requirements		
2.2.1.	Specialty required for professional activity	
2.2.2.	Experience in particular sphere	
2.2.3.	Knowledge required to perform professional functions	
2.2.4.	Professional and personal skills required to perform professional functions	
2.2.5.	Computer skills	
2.2.6.	Additional requirements to the level of professional competence	



Structure of position profile

Position description

- **position title**
- **position objective**
- **contents of performed work**

Requirements to the level of professional competency of the staff

- **qualification requirements**, including requirements to the record of service and education
- **special requirements**, including the required knowledge, personal and professional skills



Knowledge, personal and professional skills required for a managerial position

- **Managerial and organisational skills**
- **Efficient communication**
- **Ability to work with large amount of information**

1

2

3

Knowledge of:

- **legislation**
- **strategic goals of the organisation**
- **corporate culture of the organisation**
- **basics of human resource management psychology**

- **Additional requirements:**
strategic thinking
stress resistance
initiative and commitment to result

Requirements to education, record of service and professional experience are based on legislation acts (common for all civil servants)

Development stages of professional competency profiles of positions

Final Stage

- approve the procedure of practical application of professional competency profiles
- make a presentation for managers and personnel on the objectives and procedures of practical application of professional competency profiles
- monitor the results of practical application of professional competency profiles (in a year)



***Application of professional competency profiles
of positions will allow for changes in:***

**Personnel
recruitment
system**

**Personnel
training
system**

**Personnel
assessment
system**

**The objective is to increase
flexibility, professionalism
and the level of
competency
of civil servants**



*"Hiring a bad
candidate is likely to bring
the company more damage
than an erroneous decision
not to employ a good
candidate"*

William Loundstone



Thank you for your attention!

