

Report ID: NIHR148  
Report Date: 04/29/2009  
Database:

Page No : 1  
Run Time: 07:19:02

WORK ROLE: 24AA

WORKROLE TITLE: HD Consultant

WORKROLE DESCRIPTION:

HD Consultants provide operational services; program and strategy design, development, and customization; Agency policy development and implementation; organizational design and change management; and/or strategic/tactical human resources advice to customers of the Agency's HD programs. Customers include employees, managers, senior leaders, and related stakeholders.

COMPETENCIES/KNOWLEDGES:

Skills

Adaptability	Compensation/Benefits Admin	Courage
Creative Thinking	Customer Service	Diversity Management
Employee Relations Admin	Engaging and Collaborating	Ethics
Exploring Alternatives	HR Policy Interpret/Compliance	HR Program Design & Mgt
Influencing	Initiative	Learning
Mediation	Multi-media Communication	Oral Communication
Org Development Facilitation	Research/Information Gathering	Resource Management
Situational Awareness	Staffing & Recruitment Admin	Synthesis
Written Communication		

Knowledges

Customer requirements	Fed pers-related leg & regs	NGA mission, vision, etc.
NGA operations & capabilities	NGA organizational structure	NGA policies & procedures
NGA product spec dev process	Security class and control	Workforce demographics & trend

EDUCATION/LICENSES/CERTIFICATIONS:

ENVIRONMENTAL/PHYSICAL REQUIREMENTS: