Core competencies are those capabilities that are critical to a business achieving competitive advantage
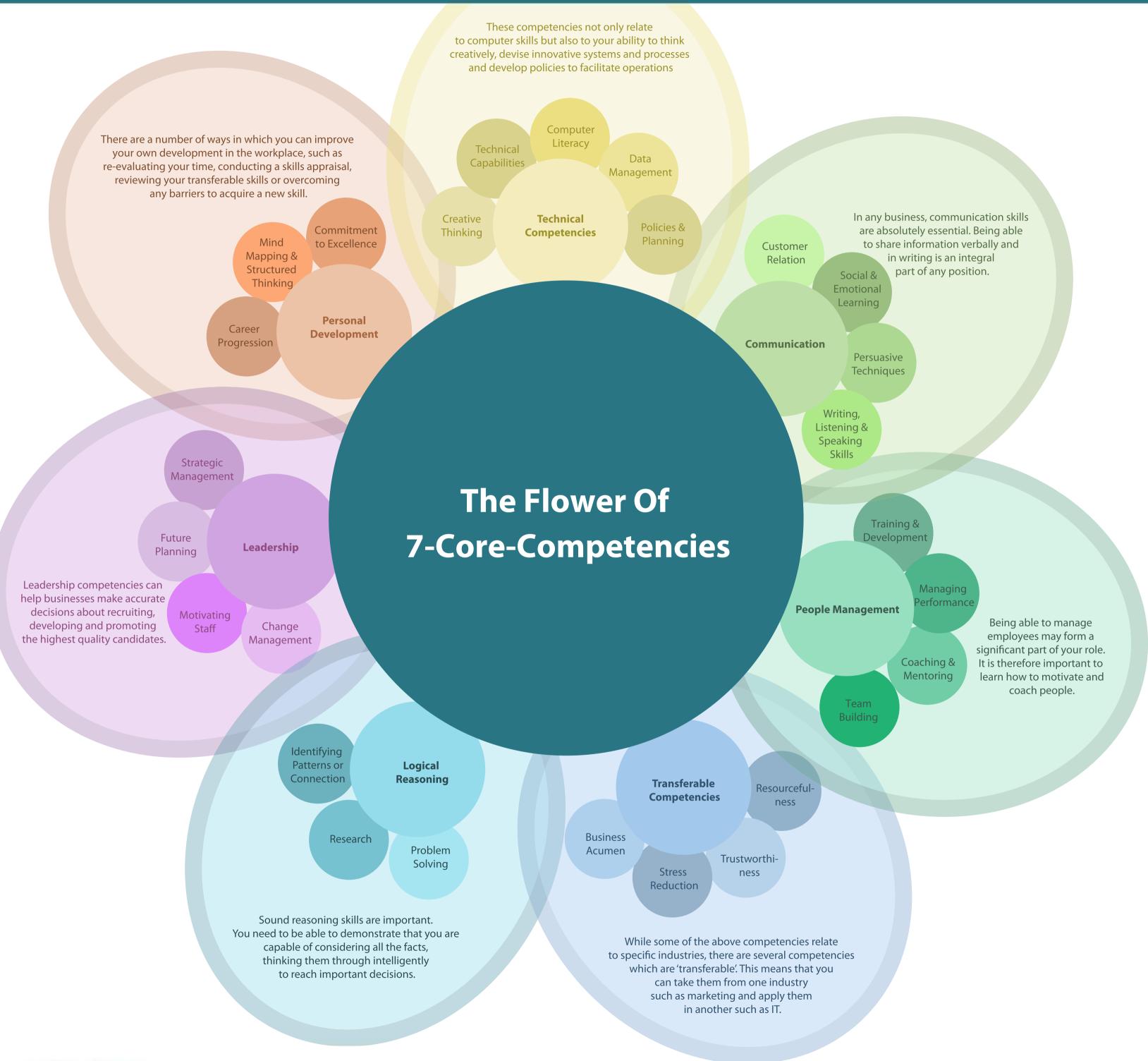
The Flower Of 7-Core-Competencies

These competencies not only relate to computer skills but also to your ability to think creatively, devise innovative systems and processes and develop policies to facilitate operations

Technical Competencies
- Computer Literacy
- Technical Capabilities
- Data Management
- Creative Thinking
- Policies & Planning

There are a number of ways in which you can improve your own development in the workplace, such as re-evaluating your time, conducting a skills appraisal, reviewing your transferable skills or overcoming any barriers to acquire a new skill.

Personal Development
- Mind Mapping & Structured Thinking
- Commitment to Excellence
- Career Progression

In any business, communication skills are absolutely essential. Being able to share information verbally and in writing is an integral part of any position.

Communication
- Customer Relation
- Social & Emotional Learning
- Persuasive Techniques
- Writing, Listening & Speaking Skills

Leadership competencies can help businesses make accurate decisions about recruiting, developing and promoting the highest quality candidates.

Leadership
- Strategic Management
- Future Planning
- Motivating Staff
- Change Management

Being able to manage employees may form a significant part of your role. It is therefore important to learn how to motivate and coach people.

People Management
- Training & Development
- Managing Performance
- Coaching & Mentoring
- Team Building

Sound reasoning skills are important. You need to be able to demonstrate that you are capable of considering all the facts, thinking them through intelligently to reach important decisions.

Logical Reasoning
- Identifying Patterns or Connection
- Research
- Problem Solving

While some of the above competencies relate to specific industries, there are several competencies which are 'transferable'. This means that you can take them from one industry such as marketing and apply them in another such as IT.

Transferable Competencies
- Resourcefulness
- Business Acumen
- Trustworthiness
- Stress Reduction

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