



Key to Reading a Competency Based MQ

Black Underline = Standard language in all competency based mqs.

Blue Underline = The competencies common to success in positions in the job class.

Red Underline = Proficiency level indicators of the common competencies (e.g., breadth or narrowness of training, type and level of experience, progression in career, etc.).

Competency Based MQ

Any combination of education and/or experience that provides the applicant with competencies in

- Class Competency 1: description of competency
- Class Competency 2: description of competency

equivalent to those typically gained by:

Description of the common training and experience used to reach the desired proficiency level in the above competencies.

Example (Information Systems Coordinator):

Any combination of education and/or experience that provides the applicant with the competencies in

- Operations Support: Knowledge of procedures to ensure production or delivery of products and services, including tools and mechanisms for distributing new or enhanced software.
- Technology Awareness: Knowledge of developments and new applications of information technology (hardware, software, telecommunications), emerging technologies and their applications to business processes, and applications and implementation of information systems to meet organizational requirements.
- Communication: Expresses information (for example, ideas or facts) to individuals or groups effectively, taking into account the audience and nature of the information (for example, technical, sensitive, controversial); makes clear and convincing oral presentations; listens to others, attends to nonverbal cues, and responds appropriately.

equivalent to those typically gained by:

A bachelor's degree from an accredited college with a major in business management, public administration, operations management, information systems, computer information and office systems, computer science, informatics, or similar and professional experience related to the occupational area of the program associated with the position.