

**Assessment Criteria**  
**ASSISTANT MANAGER (HUMAN RESOURCES)**

Management & Leadership Skills	Ability to support, monitor and assess compliance of delegated HR functions	10	60
	Ability to identify and evaluate risk factors related to HR delegated authorities	10	
	Objectives & Goal Settings abilities	10	
	Basic understanding of Human Resources management and planning	10	
	Time Management Skills	10	
	Communication Skills	10	
Experience/Position-Related Requirements	Basic understanding of HR and IR related Functions	30	70
	Understanding of Directives 7, 8 and 9	20	
	Experience of Exposure to areas related of Human Resources management	20	
Qualifications	Other qualifications MQF Level 7	30	30
	Other related qualifications MQF Level 6	16	
	Other related qualifications Level 5	10	
	Training & Development Certificates	6	
Personal Qualities/Aptitudes	Flexibility and ability to work under pressure	10	40
	Interpersonal Skills	10	
	Ability to fit well within the team and best fit in team	10	
	Ability to avoid conflict and Problem solve	10	

**TOTAL MARKS OF ASSESSMENT****MAX****200**