









## SECTION V

### SKILLS/COMPETENCIES

Kindly tick/number the following accordingly.

“T” = Theoretical (no experience); “E” = Experiential (experience); “RA” = Reference Activity. (The Reference Activity should be numbered according to the assignments listed in Section IV above. E.g. If as part of Assignment 1, you have experience in Corporate/Strategic Planning, the “RA” column should be numbered ‘1’)

#### 1. Administration/Management

SKILL/COMPETENCY	T	E	RA	SKILL/COMPETENCY	T	E	RA
Corporate/Strategic Planning				Process Mapping/Systems Analysis			
Feasibility Analysis				Organizational Development/Transformation			
Project Planning and Development				Human Resource Management			
Business Planning				Business Training/Mentoring/Counseling			
Project Implementation				Procurement/Supply Chain Management			
Project Monitoring and Evaluation				Occupational Health and Safety			
Marketing				Auditing/Benchmarking			
Quality Management Systems				Events Coordination/Conference Management			
Increasing Productivity/Competitiveness				Management Accounting			
Operations/Production Management				Cost Accounting			
Contract Administration				Financial Accounting			
OTHER? (Kindly state)							

#### 2. Enterprise Development

T	E	RA
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#### 3. Community Development/Local Economic Development

T	E	RA
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#### 4. Information and Communications Management

SKILL/COMPETENCY	T	E	RA	SKILL/COMPETENCY	T	E	RA
Corporate Communications/Public Relations				Systems Administration			
Database Development and Management				Records Management			
OTHER? (Kindly state)							

5. Engineering							
SKILL/COMPETENCY	T	E	RA	SKILL/COMPETENCY	T	E	RA
Civil				Mechanical			
Industrial				Electrical			
Petroleum/Chemical				Computer and Electronics			
OTHER? (Kindly state)							

6. Agriculture, Food and Beverages							
SKILL/COMPETENCY	T	E	RA	SKILL/COMPETENCY	T	E	RA
Farm Management				Aquaculture/Fish Farming Systems			
HACCP/Post Harvest Systems				Fish Processing			
Food Processing				Pest and Disease Management			
Primary Food Crop Production Systems				Water Management			
Primary Livestock Production Systems							
OTHER? (Kindly state)							

7. Education							
SKILL/COMPETENCY	T	E	RA	SKILL/COMPETENCY	T	E	RA
Curriculum Development				Training Administration/ Co-ordination			
Training of Trainers							
OTHER? (Kindly state)							

8. Health, Safety & Environmental (HSE) Management					T	E	RA

9. Other Specialized Skills							
SKILL/COMPETENCY	T	E	RA	SKILL/COMPETENCY	T	E	RA
Manufacturing and marketing of metal products (metal processing and marketing)				Manufacture and market of plastic products			
Manufacturing and marketing of textiles and garments				Development and marketing of products and services for the hospitality/leisure industry			
Manufacturing and marketing of furniture and wood products							
OTHER? (Kindly state)							

10. Computer Literacy (Please list applications in which you are proficient)	

11. Language Capability												
Knowledge of Languages (list native-tongue first)	READ				WRITE				SPEAK			
	Excellent	Good	Fair	Slight	Excellent	Good	Fair	Slight	Excellent	Good	Fair	Slight



**FOR OFFICIAL REVIEW ONLY**

CONSULTANT CLASSIFICATION:      Junior I                 Junior II                 Senior  

APPLICATION FEE:                      Yes                 No  

APPROVED:                              Yes                 No  

REMARKS:


BDC Official: .....                      Date: .....