



A wide range of activities within an organization are based on the relationship between people and their jobs. Some of these activities include training, hiring, promotion, recruitment, strategic planning, and creating work teams. Before beginning any of these initiatives, an organization must understand this relationship as well as identify and determine how these relationships will exist in the future. CBIL can provide the Insight® you need to make these important decisions. Insight employs a systematic and quantitative process for identifying and documenting the roles and responsibilities of employees.

Key Features

Job Profiling and Job Descriptions

Document job requirements and the required knowledge, skills and abilities of a position.

Competency Development

Link and define competencies related to job performance through expert databases.

Recommended Assessment Strategies

Identify best practice assessment strategies for selection and automatically create structured interview questions.

Performance Management

Provide information to develop performance management systems.

Link Training to Skills Requirements

Provides a template for linking individual development to skill requirements.

Benefits

Streamlined Pre-Employment Selection Process

Increased accuracy and efficiency of recruitment, selection, hiring, placement and orientation.

Targeted Training and Employment Development

Greater return on training dollars spent by aligning current skills and abilities with desired skills and abilities.

Increased Human Resource Planning Efficiency

Greater use of resources by identifying gaps in responsibilities and duplication of efforts.

Objective Performance Evaluation

Actual performance can be compared with activities and responsibilities required of the job.

Accurate Job Evaluation and Compensation

Jobs can be classified and compared to other positions within the organization and outside the organization.

Facilitation of Job Design/Restructuring

Determine the structure and roles of jobs.

Ensure Compliance with Legal Requirements

Clearly define and document jobs providing legal compliance for personnel decisions.

About CBIL

With experienced consultants, engineers, graphic designers, technical writers, professional trainers, facilitators and technology specialists; CBIL gives you performance-building expertise without the expense of extra staff. It is a concept and a capability for



On Target • On Demand • On Site

300 South Broadway

St. Louis, MO 63102

314.539.5310

www.cbil.org