


Field Staff Advisory Committee (FSAC)
Service, Leadership, Knowledge
www.fsactoday.com



FSAC Competency Assessment Tool

2012 Highlights



2012 Survey Participants by Grade

GS-14
3

GS-13
19

GS-12
44

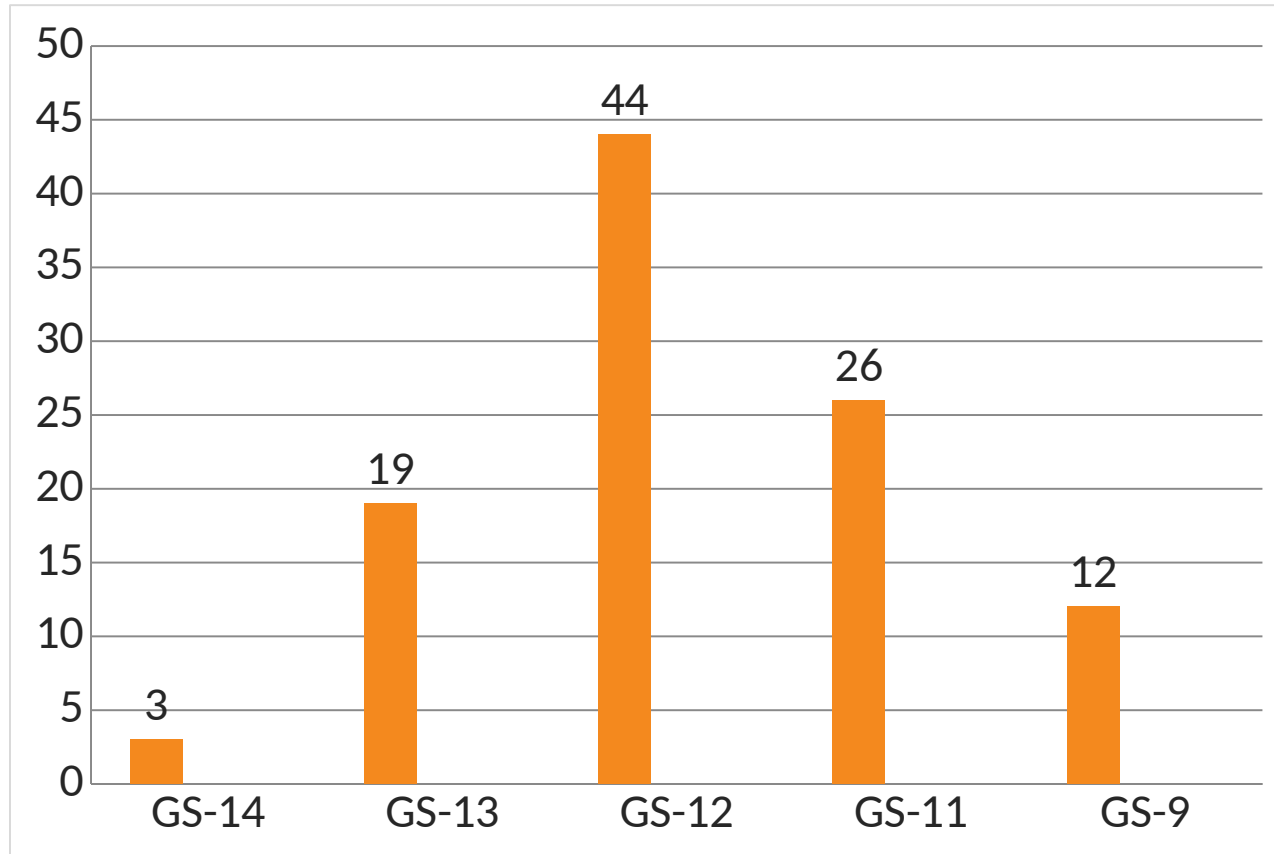
GS-11
26

GS-9
12

Public Health Advisor
Leadership, Professionalism, Results



2012 Survey Participants by Grade



Public Health Advisor
Leadership, Professionalism, Results



2012 Job Descriptions by Grade GS 14 and GS 13



- 100% Lead Regional Staff



- 63% Assistant or Senior State PHA
- 16% Surveillance Evaluator
- 11% Manager Mentor
- 5% Special Projects
- 5% Disease Intervention Section Chief

2012 Job Descriptions by Grade GS 12



- 39% Field Partner Services Manager/Assessor
- 20% Special Projects Coordinator
- 18% Other
- 9% Surveillance Coordinator
- 9% Supervisor and Manager Mentor
- 5% Data Manager/informatics Specialist

2012 Job Descriptions by Grade GS 11



- 54% DIS and Supervisor Mentor
- 31% Surveillance Specialist/Trainer
- 11% Field/Partner Services Trainer
- 4% Special Projects

2012 Job Descriptions by Grade GS 9



- 33% Special Projects
- 25% Field/Partner Services DIS
- 17% Other
- 17% Surveillance Lab & Provider Outreach Specialist/DIS
- 8% Surveillance Data Processing

Skill in personnel management (e.g., personnel actions including: hiring, award determination, alternative work schedules, disciplinary action etc.)

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9	1	6	4	1	0
GS-11	1	6	13	5	1
GS-12	2	10	11	14	7
GS-13	0	3	6	9	1
GS-14	0	0	0	0	3



Skill in strategic planning

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9	1	3	6	2	0
GS-11	4	4	12	6	0
GS-12	2	10	14	14	4
GS-13	1	2	7	7	2
GS-14	0	0	2	1	0



Skill in technical writing

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9	1	2	4	4	1
GS-11	2	3	16	3	2
GS-12	0	8	21	12	3
GS-13	0	2	8	8	1
GS-14	0	0	1	2	0



Skill in mentoring and developing others

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9	1	1	6	4	0
GS-11	0	2	7	9	8
GS-12	0	4	13	16	11
GS-13	0	1	4	12	2
GS-14	0	0	1	1	1



Skill in motivating and influencing others

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9		1	4	7	
GS-11		3	9	8	6
GS-12		2	15	19	8
GS-13		1	7	6	5
GS-14				2	1



Skill in identifying programmatic strengths and weaknesses, and developing recommendations to address needs

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9		1	4	7	
GS-11	1	2	8	9	6
GS-12		2	10	19	13
GS-13			2	13	4
GS-14				1	2



Skill in conflict management

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9	1	2	1	8	
GS-11		4	12	8	2
GS-12		5	17	18	4
GS-13	1	0	9	8	1
GS-14				3	



Skill in communicating programmatic goals, vision, and objectives

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9		2	4	5	1
GS-11		1	11	10	4
GS-12		2	14	19	9
GS-13		1	4	10	4
GS-14				2	1



Skill in resource management

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9	1	2	6	2	1
GS-11	3	3	13	7	
GS-12		3	22	16	3
GS-13		1	8	7	3
GS-14				2	1



Skill in organizing and facilitating meetings

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9		2	4	5	1
GS-11	1	3	5	9	8
GS-12		4	13	17	10
GS-13		1	5	9	4
GS-14			1	2	



Skill in working with individuals of diverse/international backgrounds
(e.g., cultural, socioeconomic, educational, professional)

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9			3	4	5
GS-11	1	1	5	9	10
GS-12			8	25	11
GS-13			2	9	8
GS-14				1	2



Skill in analyzing and interpreting program data

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9		1	4	6	1
GS-11	1	2	9	13	1
GS-12		3	13	20	8
GS-13			7	9	3
GS-14				2	1



Skill in delivering presentations to internal/external partners

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9			3	9	
GS-11	1		10	11	4
GS-12		4	13	17	10
GS-13		1	4	8	6
GS-14				2	1



Skill in leading others

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9	1		5	6	
GS-11		2	7	8	9
GS-12		2	15	18	9
GS-13		1	5	8	5
GS-14				2	1



Skill in negotiation

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9	1	1	3	5	2
GS-11	1	4	5	12	4
GS-12		5	17	16	6
GS-13	1	2	3	8	5
GS-14				3	



Skill in developing and maintaining partnerships

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9		1	2	6	3
GS-11	1	1	7	11	6
GS-12			12	17	15
GS-13		1	4	7	7
GS-14				3	



Skill in employing tact and diplomacy in interpersonal and professional interactions

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9		1	2	6	3
GS-11			9	11	6
GS-12		3	13	20	8
GS-13		1	2	11	5
GS-14				2	1



Skill in coordinating projects

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9	1		4	5	2
GS-11		3	7	13	3
GS-12					
GS-13		4		10	5
GS-14				3	



Knowledge of case management principles

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9			2	7	3
GS-11			2	10	14
GS-12			13	14	17
GS-13		2	3	6	8
GS-14				1	2



Knowledge of program evaluation fundamentals and techniques

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9		2	2	7	1
GS-11		3	11	9	3
GS-12		1	20	16	7
GS-13		2	6	9	2
GS-14				3	



Knowledge of information dissemination practices

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9		1	7	3	1
GS-11	1	5	6	13	1
GS-12	1	4	13	21	5
GS-13		1	9	5	4
GS-14				3	



Knowledge of information and data handling procedures and techniques (e.g., data security and confidentiality)

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9		2	4	4	2
GS-11		3	5	14	4
GS-12		4	13	20	7
GS-13		2	7	4	6
GS-14				2	1



Knowledge of program evaluation fundamentals and techniques

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9	1		9	2	
GS-11	1	4	15	5	1
GS-12	1	6	16	15	6
GS-13		2	7	7	3
GS-14				2	1



Knowledge of needs assessment fundamentals and techniques

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9			9	2	1
GS-11	2	2	15	5	2
GS-12	1	5	16	16	6
GS-13		3	7	6	3
GS-14			1	2	



Knowledge of diverse populations (e.g., cultural, socioeconomic, educational, professional)

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9			3	7	2
GS-11			7	12	7
GS-12		2	12	19	11
GS-13		1	3	9	6
GS-14				2	1



Knowledge of health department operations and interrelationships

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9		1	7	3	1
GS-11		2	5	15	4
GS-12			14	18	12
GS-13		1	3	8	7
GS-14				1	2



Knowledge of CDC fundamentals of emergency response

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9	1	4	4	3	
GS-11		5	11	8	2
GS-12	1	11	18	13	1
GS-13	1	5	9	3	1
GS-14			1	2	



Knowledge of CDC grants, cooperative agreements and contacts

Grade	(1) I am not at all proficient or knowledgeable	(2) I am somewhat proficient or knowledgeable	(3) I am proficient or knowledgeable	(4) I am highly proficient or knowledgeable	(5) I am exceptionally proficient or knowledgeable
GS-9	3	3	5	1	
GS-11	2	12	10	1	1
GS-12	1	9	16	16	2
GS-13		3	8	2	6
GS-14				3	



Experience managing multiple demands and competing priorities

Grade	(1) I have no experience at all	(2) I have limited experience in this area	(3) I have some experience in this area	(4) I have a great deal of experience in this area	(5) I have extensive experience in this area
GS-9		1	1	7	3
GS-11	1	1	6	12	6
GS-12			9	23	12
GS-13			1	6	12
GS-14					3



Experience collaborating with internal and external partners on a range of issues/topic areas

Grade	1) I have no experience at all	(2) I have limited experience in this area	(3) I have some experience in this area	(4) I have a great deal of experience in this area	(5) I have extensive experience in this area
GS-9			4	6	2
GS-11	1		8	10	7
GS-12			8	21	15
GS-13			1	4	14
GS-14					3



Experience establishing and maintaining working relationships with health department officials and staff, private and public health agency staff, and other individuals and organizations

Grade	(1) I have no experience at all	(2) I have limited experience in this area	(3) I have some experience in this area	(4) I have a great deal of experience in this area	(5) I have extensive experience in this area
GS-9			2	9	1
GS-11			5	8	13
GS-12			5	19	20
GS-13				6	13
GS-14					3



Experience applying program evaluation results to support programs and customers

Grade	(1) I have no experience at all	(2) I have limited experience in this area	(3) I have some experience in this area	(4) I have a great deal of experience in this area	(5) I have extensive experience in this area
GS-9	1	1	5	4	1
GS-11	1	3	12	10	
GS-12		1	11	24	7
GS-13			5	11	3
GS-14				3	



Experience leading teams, supervising staff, and/or coordinating projects

Grade	(1) I have no experience at all	(2) I have limited experience in this area	(3) I have some experience in this area	(4) I have a great deal of experience in this area	(5) I have extensive experience in this area
GS-9		2	7	3	
GS-11		1	4	11	10
GS-12		1	5	20	18
GS-13			2	6	11
GS-14				1	2



Experience analyzing, interpreting, and applying program data in support of public health activities (e.g., surveillance, epidemiology, investigation)

Grade	(1) I have no experience at all	(2) I have limited experience in this area	(3) I have some experience in this area	(4) I have a great deal of experience in this area	(5) I have extensive experience in this area
GS-9		1	7	3	1
GS-11		3	6	10	6
GS-12			8	24	10
GS-13		1	2	8	8
GS-14				2	1



Experience defining data collection requirements for a project

Grade	(1) I have no experience at all	(2) I have limited experience in this area	(3) I have some experience in this area	(4) I have a great deal of experience in this area	(5) I have extensive experience in this area
GS-9		3	5	3	1
GS-11	1	4	10	7	3
GS-12	1	5	11	18	6
GS-13			10	5	4
GS-14				2	1



Experience structuring information and preparing technical reports and documentation

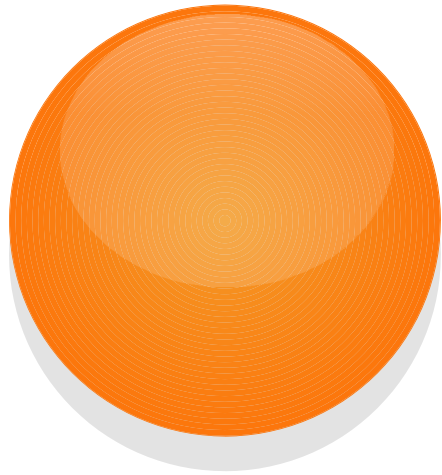
Grade	(1) I have no experience at all	(2) I have limited experience in this area	(3) I have some experience in this area	(4) I have a great deal of experience in this area	(5) I have extensive experience in this area
GS-9	1	1	7	2	1
GS-11	1	2	11	9	3
GS-12		5	12	18	5
GS-13			9	8	
GS-14				2	1



Experience assisting with the development of grant applications and/or writing Funding Opportunity Announcements

Grade	1) I have no experience at all	(2) I have limited experience in this area	(3) I have some experience in this area	(4) I have a great deal of experience in this area	(5) I have extensive experience in this area
GS-9	3	3	5	1	
GS-11	3	11	6	1	
GS-12	2	8	10	11	6
GS-13			4	7	3
GS-14				1	2





Use of Skills, Knowledge, and Experience in Current Job Functions



Skill in personnel management (e.g., personnel actions including: hiring, award determination, alternative work schedules, disciplinary action etc.)

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	8	2	2		
GS-11	7	7	3	5	4
GS-12	14	10	8	6	4
GS-13	2	6	3	3	4
GS-14		1	1		1



Skill in strategic planning

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	3	4	4	1	
GS-11	7	7	6	5	1
GS-12	3	14	12	11	2
GS-13		9	1	6	2
GS-14		2	1		



Skill in mentoring and developing others

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	4	2	4	2	
GS-11	2	2	4	6	12
GS-12	1	11	4	17	9
GS-13	1	4	5	2	6
GS-14			2	1	



Skill in motivating and influencing others

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	1	1	4	3	3
GS-11		3	4	7	12
GS-12	2	6	7	18	9
GS-13	1	3	4	3	7
GS-14				3	



Skill in identifying programmatic strengths and weaknesses, and developing recommendations to address needs

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	2	3	4	3	
GS-11	1	7	5	9	4
GS-12		3	11	14	14
GS-13		3	4	4	7
GS-14				2	1



Skill in conflict management

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	3	4	2	3	
GS-11	3	4	5	7	7
GS-12	4	13	11	8	6
GS-13	1	8	4	4	1
GS-14		1	1	1	



Skill in communicating programmatic goals, vision, and objectives

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	1	5	2	3	1
GS-11	1	5	7	7	6
GS-12		3	11	17	11
GS-13		4	3	6	5
GS-14				3	



Skill in resource management

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	4	4	1	3	
GS-11	4	8	5	7	2
GS-12	4	14	14	7	3
GS-13		7	3	3	5
GS-14			2	1	



Skill in organizing and facilitating meetings

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	2	4	4	2	
GS-11	1	8	4	6	7
GS-12	2	14	14	9	3
GS-13	1	5	6	4	2
GS-14		1		2	



Skill in working with individuals of diverse/international backgrounds (e.g., cultural, socioeconomic, educational, professional)

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	1	2	2	2	5
GS-11	1	1	2	7	15
GS-12	1	6	10	12	13
GS-13	1	4	4	4	5
GS-14				2	1



Skill in analyzing and interpreting program data

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	2	3	4	2	
GS-11		4	9	5	8
GS-12		5	17	11	9
GS-13		8	1	4	5
GS-14		1	1	1	



Skill in delivering presentations to internal/external partners

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	3	4	3	2	
GS-11	2	10	7	6	1
GS-12	1	14	15	9	3
GS-13		5	7	5	1
GS-14		1	1		1



Skill in leading others

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	4	2	3	3	
GS-11	1	6	3	1	15
GS-12	1	9	9	12	11
GS-13	1	3	5	2	7
GS-14				2	1



Skill in negotiation

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	1	2	4	3	2
GS-11	3	6	4	5	8
GS-12	4	13	11	9	5
GS-13		6	5	3	4
GS-14			3		



Skill in developing and maintaining partnerships

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	1	2	2	3	4
GS-11	2	4	5	5	10
GS-12	1	7	10	9	15
GS-13		3	4	4	7
GS-14			1	2	



Skill in employing tact and diplomacy in interpersonal and professional interactions

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9		1	4	4	3
GS-11		2	2	5	17
GS-12		4	10	11	17
GS-13		2	3	7	6
GS-14				3	



Skill in coordinating projects

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	2	2	3	3	2
GS-11	1	6	11	4	4
GS-12	2	5	16	11	8
GS-13		2	5	4	7
GS-14			1	2	



Experience managing multiple demands and competing priorities

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9		2	2	4	4
GS-11	1	5	2	7	11
GS-12		2	12	15	13
GS-13			4	6	8
GS-14				1	2



Experience collaborating with internal and external partners on a range of issues/topic areas

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	2	1	4	3	2
GS-11	1	4	7	10	4
GS-12		5	14	13	10
GS-13		4	2	3	9
GS-14			1	2	



20 Experience establishing and maintaining working relationships with health department officials and staff, private and public health agency staff, and other individuals and organizations

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9			4	3	5
GS-11		2	3	6	15
GS-12		1	10	8	23
GS-13		3	2	2	11
GS-14				2	1



Experience applying program evaluation results to support programs and customers

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	2	2	5	3	
GS-11	1	8	8	7	2
GS-12		7	14	14	7
GS-13		7	3	5	3
GS-14			1	2	



Knowledge of case management principles

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	1	1	1	4	5
GS-11		2	1	6	16
GS-12	2	7	7	10	16
GS-13	1	5	6	1	5
GS-14		1	1		1



Knowledge of program evaluation fundamentals and techniques

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	3		4	5	
GS-11		9	7	5	5
GS-12	2	5	12	13	10
GS-13		7	3	7	1
GS-14			1	2	



Knowledge of information dissemination practices (e.g. reports and publications)

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	1	4	2	5	
GS-11	4	7	4	8	3
GS-12	1	12	12	16	1
GS-13		8	5	4	1
GS-14		2		1	



Knowledge of information and data handling procedures and techniques (e.g., data security and confidentiality)

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9		2	3	3	4
GS-11		8	3	3	12
GS-12	2	7	13	9	11
GS-13	2	6	3	5	2
GS-14		1	1	1	



Knowledge of program evaluation fundamentals and techniques

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	3	1	4	4	
GS-11	2	7	8	6	3
GS-12	1	11	7	15	8
GS-13	2	4	5	5	2
GS-14			2	1	



Knowledge of needs assessment fundamentals and techniques

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	2	3	4	3	
GS-11	3	7	8	5	3
GS-12	1	9	13	11	8
GS-13	2	5	3	6	2
GS-14		2		1	



Knowledge of diverse populations (e.g., cultural, socioeconomic, educational, professional)

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	1	1	3	2	5
GS-11	1	3	4	7	11
GS-12	1	5	7	16	13
GS-13	1	2	3	7	5
GS-14			1	1	1



Knowledge of health department operations and interrelationships

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	1		4	3	4
GS-11			4	12	10
GS-12		5	5	14	18
GS-13		3	1	2	12
GS-14			1	1	1



Knowledge of CDC fundamentals of emergency response

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	4	3	2	2	1
GS-11	5	11	5	3	2
GS-12	15	14	6	6	1
GS-13	5	13			
GS-14		2		1	



Knowledge of CDC grants, cooperative agreements and contacts

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	4	4	3	1	
GS-11	7	11	6	1	1
GS-12	2	16	6	13	5
GS-13	1	5	4	2	6
GS-14			1	2	



Experience leading teams, supervising staff, and/or coordinating projects

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	3	3	3	3	
GS-11	1	4	3	6	12
GS-12		9	9	11	13
GS-13		4	1	4	9
GS-14				2	1



Experience analyzing, interpreting, and applying program data in support of public health activities (e.g., surveillance, epidemiology, investigation)

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	2	2	4	3	1
GS-11	1	4	5	8	8
GS-12		4	13	15	10
GS-13		3	5	3	7
GS-14			1	1	1



Experience defining data collection requirements for a project

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	3	4	2	3	
GS-11	2	10	5	6	3
GS-12	6	8	10	15	3
GS-13	2	9	1	3	3
GS-14		1	1	1	



Experience structuring information and preparing technical reports and documentation

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	3	4	2	3	
GS-11	1	9	8	4	4
GS-12	2	10	14	11	5
GS-13	2	6	3	5	2
GS-14		2		1	



Experience assisting with the development of grant applications and/or writing Funding Opportunity Announcements

Grade	Not relevant to my current job functions	Represents a minor portion of my current job functions (< 25%)	Represents a portion of my current job functions (25% to 40%)	Represents a significant portion of my current job functions (40% to 55%)	Represents a critical portion of my current job functions (>55%)
GS-9	5	4	1	2	
GS-11	8	12	5		1
GS-12	8	14	9	9	2
GS-13	1	6	4	2	5
GS-14		1		2	



Other Skills-GS 9

Current GS Grade:	Please list any additional skills and knowledge areas (e#g#, for
GS-9	currently learning French (novice/intermediate), epidemiology
GS-9	Experienc tutoring, Some experience conducting research...
GS-9	KNOWLEDGE AND SKILLS IN DATA MANAGEMENT, ASSESSMENT AND PROVIDING REPORTS USING A VARIETY OF COMPUTER INFORMATION SYSTEMS AND SOFTWARE
GS-9	N/a
GS-9	School Screening Initiatives



Other Skills-GS 11

Current GS Grade:	Please list any additional skills and knowledge areas (e#g#, for
GS-11	Fluent in Spanish reading and writing.
GS-11	Fluent in writing and speaking Spanish
GS-11	I have extensive experience in training Disease Intervention Specialists, Surveillance Coordinators and Program Managers and also in providing Internet partner services.
GS-11	I speak/understand Spanish at a novice level. I have experience with internet partner services.
GS-11	Internet partner services; STD/HIV health promotion; STD/HIV intervention
GS-11	N/A
GS-11	Phlebotmy Skills
GS-11	Taught CDC Module's to new employees while in Philadelphia, Pa. Utilized internet partner services while deployed to San Francisco, CA. Worked with the CDC Immunization program's rotavirus investigation in New York City.



Other Skills-GS 12

Current GS Grade:	Please list any additional skills and knowledge areas (e#g#, for
GS-12	Correctional and Juvenile Screening Programs
GS-12	Have a knowledge base on legal issues based on educational degree..
GS-12	I have experience working with the IPN program- partner contact referrals, collaboration with health department officials (in & out of jurisdiction) and other private and public providers. I have captured and analyzed data for IPN and School-based Screeni
GS-12	I have knowledge of community organization and mobilization skills that have enabled me to develop effective and innovative STD intervention activities.
GS-12	I HAVE LIMITED EXPERIENCE WITH IPN DUE TO SERVER CONSTRAINTS IN OUR HOME OFFICE. I PARTICIPATED IN THE IETA PROGRAM IN 2004 SERVING IN ADDIS ABABA, ETHIOPIA.
GS-12	I have taken Beginning Spanish classes.
GS-12	I'm skilled in spanish developed the syphilis elimination palm cards. I am knowledgeable in sthe IPS and the Web-based interviews.
GS-12	Internet Partner Services Adult erotic film industry Community Partnership PCSI & ECHHP integration
GS-12	Internet partner services
GS-12	Internet Partner Services; Lean Six Sigma-Healthcare/Finance; Paralegal Assistant (legal Research and Report Writing); Power Plant Operator (Water Purification Systems); Survival Training Instructor (Land/Water)
GS-12	Knowledge and experience as Database Administrator; Experience working with software applications written in Oracle, MS ACCESS, MUMPS, and SQL.
GS-12	proficient in Spanish and Internet partner services; experience with media communications specifically with Spanish radio stations
GS-12	Skill in using Access 2010 and Excel 2010 for data collection, analysis and assessment.
GS-12	Spanish
GS-12	We do a lot of contract monitoring for the state which includes fiscal reviews of agencies receiving state and federal funds.



Other Skills-GS 13

Current GS Grade:	Please list any additional skills and knowledge areas (e#g#, for
GS-13	Assist with the State STD Program Fiscal management because of personnel shortages.
GS-13	Extensive experience in developing, coordinating, implementing and evaluating programs in correctional settings.
GS-13	Fully Bilingual Spanish/English
GS-13	I have some knowledge of French. I do teach 3-4 classes per year.
GS-13	I have the opportunity as the Special Projects Coordinator to interface and liaise with many CBOs, local health departments, Office of AIDs and private/public hospitals and medical providers to disseminate information and push through interventions and pr
GS-13	I provide technical assistance policy analysis and cost-benefit evaluation. The skills I have come from my content expertise and working with trained policy analysts; I could use skill building in this area.
GS-13	internet partner services; knowledge of biomedical aspects of STD
GS-13	IPS, teaching phlebotomy to new employees, assessing DIS knowledge and meeting with their supervisor for consultation, Field-Delivered Testing and Treatment (FDTT).
GS-13	Tribal Relations, conversational spanish, paralegal training.
GS-13	Very basic Spanish proficiency.

