



Competitive Sourcing Competencies

General Business Competencies

- **Communication**
Oral: Expresses information to individuals or groups effectively, taking into account the audience and nature of the information; makes clear and convincing presentations, attentively listens to others; attends to nonverbal cues. Written: Recognizes and uses correct English grammar, punctuation, and spelling; communicates information in a succinct and organized manner, produces written information that is appropriate for the intended audience.
- **Competitive Sourcing Focus**
Is conscientious and maintains executive-level focus on competitive sourcing priorities when faced with multiple responsibilities.
- **Creative Thinking**
Uses imagination to develop new, out-of-the-box insights into situations and applies innovative solutions to problems; designs new methods where established methods and procedures are not applicable or are unavailable.
- **Decision-Making**
Makes sound, well informed, and objective decisions; perceives the impact and implications of decisions; commits to action, even in uncertain situations, to accomplish organizational goals; causes change; maintains a commitment to being accountable and correcting any mistakes or oversights.
- **Effective Management of Customer Expectations**
Considers and responds appropriately to the needs, feelings, and capabilities of different people in different situations; is tactful and treats others with respect; identifies and integrates key issues affecting the organization, including political, economic, social, technological, and administrative factors.
- **Influencing/Negotiating**
Represents and speaks for the organizational unit and its work to those within and outside the office; makes clear and convincing oral presentations to individuals and groups; persuades others to accept recommendations, cooperate, or change their behavior; listens effectively and clarifies information; facilitates an open exchange of ideas; works with others towards an agreement; negotiates to find mutually acceptable solutions.
- **Integrity/Honesty**
Contributes to maintaining the integrity of the organization; displays high standards of ethical conduct and understands the impact of violating these standards on an organization, self, and others; is trustworthy.
- **Leadership**
Inspires, motivates and guides others toward goal accomplishment; empowers people by sharing power and authority; displays a high level of initiative, effort and commitment to public service; formulates effective strategies to balance the interests of external stakeholders and the business of the organization.
- **Problem Solving**
Anticipates, identifies and diagnoses problems; determines accuracy and relevance of information; uses sound judgment to generate and evaluate alternatives; selects from alternative courses of action; makes recommendations, and takes action from developed contingency plans.
- **Resilience**
Displays fortitude to being unpopular and making unpopular decisions.



- **Risk Analysis and Mitigation**
Reviews strategic program plans that assess policy/program feasibility and include realistic short-and long-term goals and objectives; analyzes risks to pursue a recognized benefit or advantage.
- **Strategic Staffing**
Assesses current and future A-76 staffing needs based on organizational goals and budget realities; applies merit principles to develop, select, and manage a diverse work force.
- **Teamwork**
Encourages and facilitates cooperation, pride, trust; fosters commitment; works with others to achieve goals; creates and/or manages high performing teams; delegates authority and responsibility to increase commitment and achieve collective success; uses his/her leadership capabilities to provide an effective context within which the team can perform successfully.

Technical Competencies and Definitions

- **Executive Level Knowledge of A-76**
Maintains an executive level understanding of all elements of the A-76 process; displays a commitment to the spirit and letter of the FAR.
- **Knowledge of Best Business Practices**
Reviews "best-in-breed" marketplace practices and uses pertinent information to increase the quality of federal strategic planning.
- **Linkage of Competitive Sourcing to Agency Mission**
Understands the interrelationships among competitive sourcing objectives and the Competitive Sourcing Balanced Scorecard, his/her agency's mission, and any performance goals associated with the President's Management Agenda.
- **Understanding of Sourcing**
Identifies possible sources for the acquisition through effective market research and knowledge of suppliers; limits competition when it is appropriate to the acquisition situation based on business strategies and market environments; determines whether to limit competition to small business concerns or any subset thereof; collects and analyzes relevant market information from Government and non-Government sources.