APPLICANT NAME: SAMPLE POSITION: TRAINING MANAGER

Evidence of the Following Competencies: (SAMPLE)	Total
Experience in training (20 pts)	
Supervisory training delivery (20 pts)	
Designing instructional materials (15 pts)	
Conducting assessments (15 pts)	
Group facilitation (10 pts)	
Organizational consultation (10 pts)	
Experience in delivery of training (10 pts)	
Education:	
PHD (15 pts) Masters (12 pts ) Bachelors (5 pts)	
Certifications (up to 10 pts)	
Additional training (up to 10 pts)	
Other:	
Customized cover letter (5 pts)	
Higher education experience (5 pts)	
Large organization experience (5 pts)	
Total Possible Points: 150 Applicant's Total Score:	

