



Looking for a data-driven approach to drive your talent management initiatives? Wondering which initiative in your laundry list should hold the top priority position?

Let us help by developing your organization's Skills Balance Sheet - giving you a 360 degree view of the skills, responsibilities and tasks performed within your company - information you need to make better, faster, smarter decisions and build a better workforce.

## Service Details

Chances are, you have heard of a financial "Balance Sheet." A financial balance sheet summarizes an organization's assets, equity and liabilities at a specific point in time; a balance sheet is often described as a "snapshot of a company's financial condition." We

know this information is very important, AND we know that spending time analyzing the skills, responsibilities and tasks performed within your company is the key to ensuring continued success!

At EDSI, our process for assessing employee skills leverages the **skilldex** system, developed from over 30 years of experience in workforce development and customized training. We get everybody speaking the same language by developing task-based job profiles with subject matter experts and evaluating employees against specific skills, responsibilities and tasks. We identify training and development needs of current employees within an organization, helping both individuals and organizations reach their full potentials.



## A Process That Works

Our approach is to accurately compare incumbent employee knowledge, skills and abilities to those required for optimum performance within the organization. The skills analysis process utilizes four steps:

### Organizational Analysis

Focusing on identifying the current "state of practice" as it relates to training, human resources and occupational structure

### Job Task Analysis

Working with Subject Matter Experts (SMEs) to create detailed job task lists and thoroughly understand the job and the knowledge and skills required to be successful in that role

### Workforce Skill Survey

Distributing task-based surveys to employees to measure current competencies and skill levels

### Skill Gap Analysis

Identifying current workforce strengths and gaps and prioritizing strategies to close skill gaps and build a better workforce

## Benefits and Outcomes

- Organization-wide or department-wide Skills Balance Sheet
- Identification of most critical workforce initiatives
- Optimization of company-wide skills
- Identification of training priorities and knowledge transfer priorities
- Customized curriculum and training program development
- Job matching based on identified Skills, Responsibilities and Tasks
- Transferable skills identification
- Job competency and benchmarking
- Knowledge loss risk assessments for “soon-to-retire” employees
- Development of career pathways
- Skill attainment and growth tracking
- Objective on-the-job assessments
- Individualized training plans
- Job advancement roadmaps
- Better training; greater job satisfaction
- Revamped hiring process
- Succession planning



skilldex<sup>®</sup>



skilldexsolutions.com

Skilldex is a web application designed to provide innovative service for employers, jobseekers and current employees. With Skilldex, you have the ability to collect, analyze and act on individual and company-wide skills data like never before.

### About

Founded in 1979 and headquartered in Dearborn, Michigan, EDSI is a national workforce development, customized training and consulting company intertwined with one common thread: helping people and companies in transition. EDSI has grown to a network that employs more than 500 professionals across the country and was named to the Inc. 5000 list of the fastest-growing private companies in America for five consecutive years.

### Why We Do What We Do

- We believe we can help our customers overcome their most challenging obstacles.
- We believe in seeing through other people's eyes.
- We believe in meeting people where they are today and helping them to realize a better tomorrow.
- We believe that we can make a difference in people's lives.
- We believe in living our professional lives in service to others.

[www.EDSIsolutions.com](http://www.EDSIsolutions.com)