

ELECTRIC POWER CORPORATION



HR-RSA 403(i) Ver.02

RESPONSE TO SELECTION CRITERIA FOR THE POSITION OF

[Supervisor Human Resource Development & Work Safety]

(to be completed by the Applicant and attach to the application form/letter)

	Selection Criteria	State how you meet each selection criterion
1. Skills and Abilities	i. Demonstrated skills and ability to prepare a Training Plan for the EPC workforce.	
	ii. Demonstrated ability to conduct a thorough Training Need Analysis (TNA) to capture the needs of staff for up-skilling training programmes.	
	iii. Demonstrated ability to coordinate or deliver Training programmes, and work with Training providers both local and overseas and the private sector in the delivery of such trainings according to the TNA of staff in different divisions.	
	iv. Good understanding of Safety precautions and Safety procedures in a Power utility operation.	
	v. Good communication skills in liaising with other relevant Government Ministries on issues related to training and safety programmes.	
	vi. Good report writing skills and computer literate.	
	vii. Has the ability to initiate effective trainings and related staff development programs for up-skilling purposes.	
2. Personal Attributes	i. Displays Transparency and Accountability at all time in performing tasks.	
	ii. Has strong Passion, commitment and good vision for Staff Development and capacity building.	
	iii. Displays strong interest in Health and Safety matters.	
3. Experience and Past Work Performance	i. Has a minimum of three years of work experience in Human Resource Development and health and safety, with proven excellent results	

4. Qualifications	i. Minimum degree in Social Science or relevant discipline from a recognised institution.	
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Declaration and Authorization

I hereby declare that the information I have provided in this application is correct and complete.

I acknowledge that I will be required to undergo a character check process involving EPC making integrity and background checks and inquiries about myself from current and previous employers, police, courts, educational institutions, community members and other similar agencies as deem necessary.

I hereby consent and authorize the EPC to make such enquiries and checks including the release and disclosure of all information about myself by any person or body to the EPC, for the purpose of confirming the information provided in my application and in determining my merit for appointment to the above mentioned position.

Signed:

Print Full Name:

Date:/...../.....