

WHAT ARE ADB CORE AND MANAGERIAL COMPETENCIES?



International Staff – IS3 to IS4

Jobs at these grades provide independent specialized expertise in specific ADB business areas in an international context by leading projects requiring technical expertise or contributing as team members. The role may have supervisory responsibilities.

CORE COMPETENCY

COMPETENCY LEVELS AND BEHAVIORS REQUIRED FOR THE ROLE

Focusing on Client Needs

- Uses consultative approach and strong communication tools to fully understand and respond to client needs.
- Explores different ways to satisfy client needs.
- Seeks client feedback to determine how to improve client experience.

Achieving Results

- Conducts complex analyses using relevant best practice to support proposed solutions and evaluation of risks.
- Plans own activities and participates in setting clearly defined tasks for team.
- Takes actions to achieve quality results and enables others by providing guidance and solutions.

Working Together

- Extends support to members of different teams to overcome challenges.
- Communicates openly and clearly with colleagues using various approaches as required.
- Provides feedback to colleagues and embraces feedback from them.

Learning and Sharing Knowledge

- Contributes advanced knowledge and experience.
- Uses own knowledge and expertise to lead and develop others.
- Captures and utilizes diverse knowledge sources.
- Looks for opportunities to share knowledge, work practices and experiences.

Innovating and Embracing Change

- Proposes new ways to improve the quality and relevance of ADB products and services and convinces clients of the need for change.
- Includes change plans in all initiatives and gains support for new policies, systems and processes relevant to the Department/Division.
- Tries new approaches appropriate for changed situations.

Note: For staff with supervisory responsibilities at this level², the competency “Managing staff and team” also applies.

² In the context of core competencies, ‘Supervisory responsibilities’ are defined as applicable when staff is being identified as ‘supervisor’ for at least one staff in the context of performance management.

Managing Staff and Teams

The table below details the behaviors required for “Managing Staff and Teams”

Management competency at the competency level 1. This competency level applies to staff with supervisory role at NS 1 to 7 and IS 1 to 5.



Managing Staff and Teams

- Builds and manages effective teams inclusive of different views, culture, nationality, and gender.
- Proactively provides regular and specific feedback to staff on both performance achievements and development priorities. Seeks staff's feedback on own performance.
- Makes self available for staff to seek guidance and advice. Coaches staff to enable individual performance and development.
- Exercises transparency in decisions that affect staff.
- Consistently applies and upholds ADB's rules and code of conduct.
- Considers individual strengths and development priorities when distributing tasks and accountabilities amongst team members.
- Promptly addresses behavior issues to ensure staff treat each other with respect.