



COMPETENCY MATRIX

Candidate 1

Virtual Assistant

Head Office
Optimax Human Performance Inc.

1	Dynamism	Exostatic 35
2	Intelligence	59
3	Memory	60
4	Intellectual Level	59
5	Creativity	62
6	Tolerance	30
7	Persuadability	10
8	Compliance	40

	Competency Matrix	Competency	Passion
1	Organizing	69	78
2	Caring	63	72
3	People Handling	62	71
4	Management	65	75
5	Automation	52	61
	Performance Level	63.68	73.36

Primary Competency
Secondary Competency
Tertiary Competency

High Parameter 00
Average Parameter 00
Low Parameter 00

* Transition Time
** Double-sided Character
*** Triple-sided Character

Performance Indicator
0 – 39 Not Accepted
40 – 59 Conditional
60 – 79 Accepted
80 - 100 Outstanding

Potential
0 – 39 Not Accepted
40 – 59 Conditional
60 – 79 Accepted
80 - 100 Outstanding

Passion
0 – 59 Not Accepted
60 – 79 Conditional
80 – 100 Accepted

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