CRITICAL CORE SKILLS (CCS) PROFICIENCY LEVEL RULER

Proficiency Level	Responsibility	Autonomy	Complexity	Knowledge & Abilities	Typical Sample Action Words
Advanced	Accountable for significant area of work, strategy or overall direction	Empower to chart direction and practices to exceed objectives / results	Complex	Synthesise breadth and depth of knowledge to influence thinking, present new ideas and push boundaries Drive innovation and solution development to address complex issues or problems Role model the competency across complex, varied situations	Direct, Evaluate, Assess, Guide, Formulate, Drive, Design, Synchronise, Establish, Lead
Intermediate	Work under broad direction Accountable for performance of self and others	Exercise judgment Adapt and influence stakeholders to achieve work performance	Less Routine	Evaluate diverse information and demonstrate advanced knowledge within a broad work area Facilitate the implementation of innovation and integrate ideas to solve less routine problems Share knowledge, guiding others where required	Plan, Develop, Monitor, Analyse, Review, Implement, Recommend
Basic	Work under supervision and guidance Accountable for a set of broader tasks or performance of self	Use limited discretion to respond to issues Work with others to contribute to work performance	Routine	Apply understanding and knowledge when performing differentiated work activities Follow instructions and guidelines to carry out activities and solve routine problems	Consolidate, Conduct, Collate, Operate, Support, Prepare, Perform, Deploy