



HM Government

Success Profiles

Technical



What are Success Profiles?



The Success Profile Framework is being introduced to attract and retain people of talent and experience from a range of sectors and all walks of life, in line with the commitment in the Civil Service Workforce Plan.

The Success Profile Framework moves recruitment away from using a purely competency based system of assessment. It introduces a more flexible framework which assesses candidates against a range of elements using a variety of selection methods. This will give the best possible chance of finding the right person for the job, driving up performance and improving diversity and inclusivity.

The elements that can be assessed to find the best candidate for the role are:

- **Behaviours** - the actions and activities that people do which result in effective performance in a job.
- **Strengths** - the things we do regularly, do well and that motivate us.
- **Ability** - the aptitude or potential to perform to the required standard.
- **Experience** - the knowledge or mastery of an activity or subject gained through involvement in or exposure to it.
- **Technical** - the demonstration of specific professional skills, knowledge or qualifications.

Not all elements are relevant to every role, so the makeup of the Success Profile should be different for different types of job to improve the chances of getting the best person for the role.

Technical

Technical is the demonstration of specific professional skills, knowledge or qualifications.

There are more than 20 professions in the Civil Service with a wide range of roles available, some of which are specialised. The specific skills, knowledge or qualifications required for these roles will be defined by each Head of Profession.

Why we assess technical skills



The roles within the professions are sometimes specialised and you may be asked to show that you have specific skills, knowledge or qualifications to be successful.

One example of a specialised role is a job in Government Finance, this may require candidates to have accountancy qualifications and knowledge of the way Finance is managed within Government.

How we assess technical skills

A number of the professions have a professional framework which have been designed to assess the specific skills, qualifications and knowledge needed for roles within that profession. If the role you are applying for is within a profession, additional information about the technical requirements for that role will be included within the job description.

Some of the assessment methods which may be used to assess your technical skills include:

- Application form
- CV
- Interview
- Technical presentations and exercises
- Technical test(s)
- Presentation
- Work sample(s)
- In-tray exercise

- Job related simulation
- Oral briefing exercise
- Written analysis/exercise
- Assessment centre.

If there is a requirement for a particular qualification or membership of a professional body, you may be asked to provide evidence of your qualification(s) or membership.

Your technical/professional skills may be assessed alongside other elements of the Success Profile to get a more rounded picture of your suitability for the role. The job description will outline the elements required for the role and the selection method(s) that will be used.

The Civil Service is a diverse and inclusive workplace and we want to help you demonstrate your full potential whatever type of assessment is used. If you require any reasonable adjustments to our recruitment process please let the recruiting manager know. Examples of adjustments include providing documents in large print or braille, allowing more time for a test or interview or providing assistance at an assessment centre.