

ASSESSMENT # 2

Total Marks: 30

Answer the following questions:

Q: 1: Short Questions.

(15)

- I. What is a Competency?
- II. Outline some tips to conduct accurate and productive interviews.
- III. What is a Competency Model?
- IV. List the elements which should be included in an effective position/job description.
- V. Who are the high performers?

Q: 2: Discuss the Daniel Goleman's emotional intelligence model.

(7)

Q: 3: Outline the eight points that should be focused on when designing an orientation.

(8)