



Increase your ability to assess and demonstrate corporate best practice related to critical tasks, procedures and employee competence

Job Performance Management

- Job Profiles
- Critical Task Inventory
- Training and Certification Tracking
- Hazard Assessment & Risk ID
- Procedure Authoring
- Competency Assessment

Using our SkillsTRAK® module, your corporation can more effectively demonstrate that it is executing necessary and reasonable control to develop, assess and protect its employees as they perform routine and hazardous tasks. SkillsTRAK® helps you identify and prioritize site specific hazards based on your risk ranking protocol. It then helps you define individual job tasks and critical procedures to ensure work is performed safely. Finally, by relating these procedures to an individual's profile and job location, you can effectively assess your employees for job-task competence.

SkillsTRAK® provides administrators and employees with easy access to job tasks and procedure descriptions, progressive training requirements, performance assessments, and site-specific procedure and job skill development tools.

Implementing SkillsTRAK® allows you to proactively:

- Demonstrate safe and consistent control of your industrial work environment
- Ensure that employees can competently operate to documented standards
- Investigate and improve operational inefficiencies
- Orient and train new employees more rapidly and effectively
- Optimize employee safety and knowledge
- Gather and retain the knowledge of an aging workforce
- Mitigate the risk associated with unsafe work practices

SkillsTRAK® is a comprehensive tool within ICMS® which helps organizations to identify and track training and competency requirements specific to their job profiles. Beyond Compliance can provide subject matter expertise to design and enable new processes to help you meet the unique needs of your corporate environment.

The core features of SkillsTRAK® include:

- MySkills summary of job requirements status
- Hazardous task identification, assessment and risk ranking
- Association of appropriate and required training to specific jobs
- Training certification, tracking and renewal reminders
- Authoring and version control of procedures and related documents
- Competency assessment capture and reporting
- Electronic links to third party web-based or computer based training programs
- Administrative features to manage the system and extensive reporting

Beyond Compliance consulting experts can assist you to:

- Identify and build an inventory of prioritized job tasks
- Investigate courses (technical, safety) and soft skills training for each job
- Roll out task risk assessment and hazard identification processes
- Implement a best practices approach to procedure development
- Train competency assessors to perform competency assessments