

OCCUPATIONAL (JOB/TASK) ANALYSIS AND CAREER DEVELOPMENT

SWAN staff has evaluated existing and historical patterns for recruiting, selecting, training, and promoting individuals in both government and private organizations. Factors such as bias and inappropriate targeting and hiring have been identified as affecting success in recruitment, training, on-the-job performance, and retention. In addition, our staff has developed occupational databases, career progression paths and training programs to address these problems. Sample projects include:

- Development of skill standards as basis for certification program for adjudicators in DoD Central Adjudication Facilities (Defense Personnel Security Research Center)
- Development of occupational classification and compensation system for all jobs in Howard County, Maryland (with California School of Professional Psychology for Howard County, Maryland)
- Development and evaluation of Ability and Knowledge Requirements Scales for use in describing and classifying jobs as part of the new system to replace the Dictionary of Occupational Titles (with Management Research Institute, Inc. for U.S. Department of Labor)
- Job analysis and development of career paths for Army civilian training and education specialists career fields (Total Army Personnel Command)
- Design of Taxonomic Workstation (TWS) to handle large job/task analysis databases (Army Research Institute)
- Job analysis, development/validation of selection tests, and training needs analysis for System Operators and Power Dispatchers in 37 electric power companies across the United States (Edison Electric Institute)