

**COMPETENCY MAPPING: A TOOL IN MONITORING THE EMPLOYEE PERFORMANCE**

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**Abstract**

Competency Mapping is a process of identifying key competencies for an organization, the jobs and functions within it. Competency mapping, the buzz word in any industry is not complicated as it may appear. At the heart of any successful activity lies a competence or skill. In the recent years, various thought leaders in business strategy have emphasized the need to identify what competencies a business needs, in order to compete in a specific environment. Identification of competencies which lead to successful performance helps the organisation growth along with the development of people associated with it. The process of identification of the competencies needed to perform effectively a desired set of goals in a given point of time is known as Competency Mapping. It includes breaking a given job into its small tasks/activities and recognizing the competencies (technical, managerial, behavioural, conceptual knowledge, attitudes, skills, etc.) required to do the same successfully. Career based and competency based approaches of Human Resource Management have prolific results in the productivity and business surplus in many organizations. To endure in a dynamic business environment, organizations have to adopt competency based human resource management practices, which are necessary for the productivity and performance excellence. So an attempt has been made to comprehend the use of competency mapping process and models in various organizations.

**Key words** –Competence, Competence Mapping, employee performance, employee competencies, organizational effectiveness

Organizations grow with the development of its employees. So in order to have a competitive advantage, organizations need to have a distinct quality that differentiates from each other and is usually gained through people competence. Firms are considering both the competence at individual level and at the organizational level. In this regard Competence and Competency movement has gained momentum in the last few decades. Continuous efforts are embarked to identify the talent in employees and to develop them in order to achieve the organizational goals. Competency mapping process helps to identify those essential behaviours required for successful performance of an employee.

A competency is not a performance or behaviour of an individual but it is an inventory of capabilities, activities, processes and responses available which enable a range of work demands to be met more effectively by few people than by others. Competency is a construct which signifies a pattern of characteristics of an individual that results in effective performance of a job. Competency mapping have been employed in various functions of Human resource practices like Selection, Performance Management, Career planning and Succession planning, leadership development. Hence, in various organizations an effort has been made to understand the use of competency mapping process, model selection and its implementation.

**Objectives of the Study**

1. To review Competency Mapping in work place.
2. To understand the different type of models in Competency Mapping

**Review of Literature**