

**Project Management Career Development Program Certification
Self Assessment of Requirements – Level 3**

REQUIRED COMPETENCIES*		FOR EACH COMPETENCY, INDICATE METHOD OF FULFILLMENT				
		PMCDP COURSE	PMP	PE/RA LICENSE	EQUIV. TRG	EXPERIENCE
3.1	General Project Management					
3.1.1	Demonstrate an expert-level knowledge of program management and portfolio analysis. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP elective course, <i>Program Management & Portfolio Analysis</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) a description of the candidate's demonstrated equivalent experience.		N/A	N/A		
3.2	Leadership/Team Building					
	There are no additional competencies required in this category for Level 3 federal project directors.					
3.3	Scope Management					
	There are no additional competencies required in this category for Level 3 federal project directors.					
3.4	Communication Management					
	There are no additional competencies required in this category for Level 3 federal project directors.					
3.5	Quality/Safety Management					
	There are no additional competencies required in this category for Level 3 federal project directors.					
3.6	Cost Management					
	There are no additional competencies required in this category for Level 3 federal project directors.					
3.7	Time Management					
	There are no additional competencies required in this category for Level 3 federal project directors.					
3.8	Risk Management					
	There are no additional competencies required in this category for Level 3 federal project directors.					

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Working-Level: Knowledge required to monitor and assess operations/activities, to apply standards of acceptable performance, and to reference appropriate materials or expert advice as required to ensure the safety of project activities.

Expert-Level: Comprehensive, intensive knowledge of the subject or process sufficient to provide advice in the absence of procedural guidance.

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3.9	Contract Management					
	There are no additional competencies required in this category for Level 3 federal project directors.					
3.10	Integration Management					
	There are no additional competencies required in this category for Level 3 federal project directors.					
3.11	Training/Electives. Successfully complete at least one elective from each Group.					
GROUP A						
3.11.A.1	Demonstrate a working-level knowledge of the Project Execution process, including Operational Readiness Review (ORR). Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP elective course, <i>Project Execution and Operational Readiness Reviews</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) a description of the candidate's demonstrated equivalent experience.		N/A	N/A		

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3.11.A.2	Demonstrate an expert-level knowledge of project alignment and pre-project planning processes. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP elective course, <i>Pre-Project Planning/Project Alignment</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) a description of the candidate's demonstrated equivalent experience.		N/A	N/A		
3.11.A.3	Demonstrate a working-level knowledge of systems engineering. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP elective course, <i>Systems Engineering</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) a description of the candidate's demonstrated equivalent experience.		N/A	N/A		
3.11.A.4	Demonstrate an expert-level knowledge of performance-based contracting. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP elective course, <i>Implementation & Management of Performance-Based Management Contracting</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) a description of the candidate's demonstrated equivalent experience.		N/A	N/A		

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GROUP B						
3.11.B.1	Demonstrate an expert-level knowledge of labor management relations. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP elective course, <i>Labor Management Relations</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) a description of the candidate's demonstrated equivalent experience.		N/A	N/A		
3.11.B.2	Demonstrate a working-level knowledge of negotiation strategies and techniques. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP elective course, <i>Negotiating Strategies and Techniques</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) a description of the candidate's demonstrated equivalent experience.		N/A	N/A		
3.11.B.3	Demonstrate a working-level knowledge of facilitation techniques and conflict resolution processes. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP elective course, <i>Facilitation Techniques/Conflict Resolution</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) a description of the candidate's demonstrated equivalent experience.		N/A	N/A		

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3.12	Work and Development Activities					
3.12.1	Work for a minimum of two years as a Level 2 Project Director or one of the following equivalencies.	N/A	N/A	N/A	N/A	
3.12.1.1	Equivalency: Work for one year as a Level 2 Project Director, and serve one year as a deputy federal project director, formally recognized in project documents, on a Level 3 or higher level project.	N/A	N/A	N/A	N/A	
3.12.2	Be mentored by a Level 3 or 4 federal project director for six months or the following equivalency. [NOTE: For Level 3 federal project director to qualify as a mentor, he/she must have a minimum of two years experience on a Level 3 or higher project] Work	N/A	N/A	N/A	N/A	
3.12.2.1	Equivalency: Be formally mentored for one year by a member of the Senior Executive Service, or other executive excepted service positions, such as “EN”, “EJ”, “EK”, etc. [NOTE: The mentoring activity must be entered into the Individual Development Plans of both the mentor and mentoree. A formal agreement must be signed by both parties detailing the goals, activities, etc. of the mentoring arrangement.]	N/A	N/A	N/A	N/A	
3.12.2.2	Equivalency: Serve as a member of the Senior Executive Service for two years (minimum).	N/A	N/A	N/A	N/A	
3.12.3	Serve one year as a COR as determined by the Contracting Officer or the following equivalency. [NOTE: Must have successfully completed the DOE course <i>Contract Administration for Technical Representatives</i> , or it's equivalent. COR initial or refresher training must have been completed within the five years previous to the certification application date.]		N/A	N/A		

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3.12.3.1	Equivalency: Serve for two years (minimum) as a formally designated Technical Monitor. [NOTE: Both COR and Technical Monitor must have successfully completed the DOE course <i>Contract Administration for Technical Representatives</i> , or it's equivalent. COR initial or refresher training must have been completed within the five years previous to the certification application date.]		N/A	N/A		
3.13	Behavioral Skills					
3.13.1	The certification candidate must possess an expert-level project management competency in leading change.	N/A	N/A	N/A	N/A	
3.13.2	The certification candidate must possess an expert-level project management competency in leading people.	N/A	N/A	N/A	N/A	
3.13.3	The certification candidate must possess an expert-level project management competency in producing results.	N/A	N/A	N/A	N/A	
3.13.4	The certification candidate must possess an expert-level project management competency in business acumen.	N/A	N/A	N/A	N/A	
3.13.5	The certification candidate must possess an expert-level project management competency in building coalitions and communications.	N/A	N/A	N/A	N/A	

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3.14	INTERVIEW REQUIREMENT					
	Level 3 certification candidates must successfully complete DOE CRB panel interviews, unless waived by the CRB. The CRB may elect to also interview the current site/office manager before interviewing the certification candidate. However, this requirement will not apply to federal project directors who were incumbents at Level 3 before the date of issuance of DOE Order 361.1 (June 13, 2003). New DOE hires for positions requiring Level 3 certification must successfully complete CRB panel interviews. The procedures for these interviews are issued by the CRB.	N/A	N/A	N/A	N/A	

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