

**Project Management Career Development Program Certification
Self Assessment of Requirements – Level 1**

| REQUIRED COMPETENCIES* | | FOR EACH COMPETENCY, INDICATE METHOD OF FULFILLMENT | | | | |
|------------------------|---|---|-----|---------------|------------|------------|
| | | PMCDP COURSE | PMP | PE/RA LICENSE | EQUIV. TRG | EXPERIENCE |
| 1.1 | General Project Management | | | | | |
| 1.1.1 | Demonstrate working-level knowledge of the federal project director's roles and responsibilities. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Project Management Systems and Practices in DOE</i> ; OR, 2) a description of the candidate's demonstrated equivalent experience or understanding of the federal project directors roles and responsibilities (since there is no equivalent class to <i>Project Management Systems and Practices in DOE</i> , you must demonstrate equivalent experience). If the applicant does not currently possess experience working on Federal projects, private-sector experience may be substituted as long as it is comparable to the roles and responsibilities of the federal project director as outlined in the DOE O 413.3B. | | N/A | N/A | N/A | |
| 1.1.2 | Demonstrate familiarity-level knowledge of the environmental regulations applicable to DOE projects. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Project Management Systems and Practices in DOE</i> ; OR 2) a description of the candidate's demonstrated equivalent experience (since there is no equivalent class to <i>Project Management Systems and Practices in DOE</i> , you must demonstrate equivalent experience). | | N/A | N/A | N/A | |
| 1.1.3 | Demonstrate expert-level knowledge of DOE Order 413.3B. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Project Management Systems and Practices in DOE</i> ; OR 2) a description of the candidate's demonstrated equivalent experience (since there is no equivalent class to <i>Project Management Systems and Practices in DOE</i> , you must demonstrate equivalent experience). | | N/A | N/A | N/A | |

***Familiarity-Level:** Basic knowledge of, or exposure to, the subject or process adequate to discuss the subject or process with individuals of greater knowledge.

Working-Level: Knowledge required to monitor and assess operations/activities, to apply standards of acceptable performance, and to reference appropriate materials and/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.

Demonstrated Ability: Actual performance of a task or activity in accordance with policy, procedures, guidelines, and/or accepted industry or Department practices.

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| 1.2 | Leadership/Team Building | | | | | |
| 1.2.1 | Demonstrate working-level knowledge of leadership and team building. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Project Management Essentials</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience; OR 4) possess a current PMP certification. | | | N/A | | |
| 1.3 | Scope Management | | | | | |
| 1.3.1 | Demonstrate working-level knowledge of work breakdown structure (WBS) development and project scope baseline. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Project Management Essentials</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience; OR 4) possess a current PMP certification. | | | N/A | | |
| 1.3.2 | Demonstrate working-level knowledge of Test and Evaluation. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core courses, <i>Project Management Essentials</i> and <i>Project Management Systems and Practices in DOE</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience. Note: A PMP certification will only satisfy one-half of this competency (<i>Project Management Essentials</i>). Since there is no equivalent course for <i>Project Management Systems and Practices in DOE</i> , you must demonstrate equivalent experience. | | N/A | N/A | N/A | |

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| 1.4 | Communication Management | | | | | |
| 1.4.1 | Demonstrate working-level knowledge of interpersonal communications. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Project Management Essentials</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience; OR 4) possess a current PMP certification. | | | N/A | | |
| 1.5 | Quality/Safety Management | | | | | |
| 1.5.1 | Demonstrate working-level knowledge of planning safety in project management. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Planning for Safety in Project Management</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrate equivalent experience. Equivalency: Hold or receive the Senior Technical Safety Manager certification by January 31, 2010, or hold a current Certified Safety Professional certification, or successfully completed the DOE SAF220 <i>Senior Technical Safety Manager Overview</i> . | | N/A | N/A | | |

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| 1.6 | Cost Management | | | | | |
| 1.6.1 | Demonstrate working-level knowledge of life-cycle cost estimating. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Project Management Essentials</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience; OR 4) possess a current PMP certification. | | | N/A | | |
| 1.6.2 | Demonstrate working-level knowledge of the Federal budget process. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Project Management Systems and Practices in DOE</i> ; OR 2) a description of the candidate's demonstrated equivalent experience (since there is no equivalent class to <i>Project Management Systems and Practices in DOE</i> , you must demonstrate equivalent experience). | | N/A | N/A | N/A | |

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| 1.7 | Time Management | | | | | |
| 1.7.1 | Demonstrate working-level knowledge of project planning and resource loaded scheduling. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Project Management Essentials</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience; OR 4) possess a current PMP certification. | | | N/A | | |
| 1.8 | Risk Management | | | | | |
| 1.8.1 | Demonstrate working-level knowledge of project risk management. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Project Risk Analysis and Management</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience. | | N/A | N/A | | |

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| 1.9 | Contract Management | | | | | |
| 1.9.1 | <p>Possess working-level knowledge of performing as a Contracting Officer's Representative (COR). Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Contract Administration for Technical Representatives</i>; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience. If COR training is claimed as fulfillment, the training must have been completed within the five years previous to the certification application date.</p> <p><i>Note: If the original COR training course claimed was not completed within five years of the date of application, you must include both the original date of the training as well as any subsequent COR refresher courses. COR refresher courses must also have been completed within the five years previous to the certification application date.</i></p> | | N/A | N/A | | |
| 1.9.2 | <p>Demonstrate working-level knowledge in the area of acquisition strategy development and acquisition planning, and pre-award actions required in acquisition planning. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Project Management Systems and Practices in DOE</i>; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience.</p> | | N/A | N/A | | |

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| 1.9.3 | Demonstrate working-level knowledge in the area of performance-based management contract planning. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Performance-Based Management Contracting</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience; OR 4) possess a current PMP certification. | | | N/A | | |
| 1.9.4 | Demonstrate working-level knowledge in the areas of the DOE Acquisition System. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Acquisition Management for Technical Personnel</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience. | | N/A | N/A | | |
| 1.10 | Integration Management | | | | | |
| 1.10.1 | Demonstrate working-level knowledge in the areas of project control, configuration management, and life cycle logistics. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Project Management Essentials</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience; OR 4) possess a current PMP certification. | | | N/A | | |
| 1.10.2 | Demonstrate working-level knowledge in the areas of EVMS and project reporting. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP core course, <i>Earned Value Management Systems</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience; OR 4) possess a current PMP certification. | | | N/A | | |

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| 1.11 | To obtain Level 1 certification, the candidate must complete one of the following two elective options (1.11.1 or 1.11.2) or satisfy the competency requirements through equivalent training or experience. | | | | | |
| 1.11.1 | Demonstrate familiarity-level knowledge in the areas of green building construction and maintenance. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP elective course, <i>LEED for New Construction and Existing Buildings</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience. | | N/A | N/A | | |
| 1.11.2 | Demonstrate familiarity-level knowledge in the areas of capital planning and investment control including OMB Circular A-11 Exhibit 300s. Fulfillment of this competency may be achieved through the following: 1) the successful completion of the PMCDP elective course, <i>Capital Planning for DOE 413.3B Capital Asset Projects</i> ; OR 2) the successful completion of an equivalent course or training; OR 3) demonstrated equivalent experience. | | N/A | N/A | | |
| 1.12 | Work and Development Activities | | | | | |
| 1.12.1 | Work for 12 months as a project engineer or IPT member; OR possess a current PMP certification; OR possess a PE or RA license. | N/A | | | N/A | |
| 1.12.2 | Three years (minimum) experience in project management; OR possess a current PMP certification. | N/A | | N/A | N/A | |
| 1.12.3 | Demonstrate one year of experience in project management within the last five years prior to the FPD certification application date. A PMP certification will satisfy this project management experience requirement as long as the PMP certification has been earned within the last five years. | N/A | | N/A | N/A | |
| 1.13 | Behavioral Skills. No behavioral competencies are required for Level 1. | | | | | |

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