

DEPARTMENT OF ENERGY

SENIOR EXECUTIVE SERVICE CANDIDATE DEVELOPMENT PROGRAM

– UPDATE BULLETIN (December 23, 2002) –

- **On June 21, 2002, received 209 applications; 45 applications were received from other Federal civilian agencies**
- **All applicants have been sent letters acknowledging receipt of their application package (July 12, 2002)**
- **SES Panel Review of applications were completed on November 6-18, 2002**
- **Applicants determined to be “High-Potential,” following the Panel Review, were invited to participate in the DOE SESCO Assessment Center process beginning December 4, 2002 and completing on December 23, 2002. Individuals invited to the Assessment Center process were asked to make note of the following:**

– The Assessment Center process will be conducted by Dr. Dennis Kravetz of Kravetz Associates. Mr. Kravetz was formerly Vice President of Human Resources and Training Director for the Fuji Bank of Japan, the world's largest bank. He also spent 13 years in other human resources positions with large corporations. Dr. Kravetz has a Master's and Ph.D. in industrial psychology from the University of Illinois, has authored four books and over 30 articles in management and human resources. He has won three national awards for innovations in the human resources and training areas. Mr. Kravetz served on the Board of Directors for both Commerce Clearing House Publishers and the Society for Human Resource Management. His clients include over half of the 500 largest companies in the country.

– Applicants scheduled for the Assessment Center process should be prepared to be interviewed on at least the following:

- Career History
- Leadership/Executive Core Competencies
- Scenarios based upon a hypothetical managerial situation

- **The assessment center process took about three hours for each individual and has now been completed.**

NEXT STEPS ARE AS FOLLOWS:

- **A summary of each individual determined to be in the high potential group and who participated in the assessment center process will receive feedback from Kravetz & Associates in the form of a written summary addressing the Executive Core Competencies.**
- **A “Train-the Trainer” session for SES Mentors and other Senior Executives who might desire to be an Executive Coach is being planned. Individuals determined to be in the high potential group invited to the Assessment Center process will be provided with an opportunity to attend an Executive Coaching session to receive feedback on their participation in the SESCO selection process and specific information on**

improving performance relative to specific ECQ's.

- **A complete package including information on all high potential applicants, the results of the Panel Review as well as the results of the Assessment Center process will be compiled and presented to the Executive Resources Board for review and final selection of the candidates entering into the FY-2003/2004 DOE Senior Executive Service Candidate Program.**
- **Executive Resources Board review and selection of SESCDP Candidates is anticipated to be completed in early January 2003.**
- **The SESCDP Orientation Program is anticipated to take place in late February/early March 2003.**