



Industry & Resources/ Investment Managers (Business Consultants)

Occupational Family/Code – Program Consultation: CBC

Profile created: 1999 06

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Occupation Summary	Selection of Competencies	Knowledge	Skills	Personal Attributes
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Industry and Resources Managers conducts research and provides advice to private sector business in strategic planning, market analysis, marketing plans, feasibility analysis, business planning and project financial to existing manufacturers, processors, exporters and industries to promote economic development and job creation in the province. The Investment Manager may investigate viability issue and authorize loans; provides support to local communities and stakeholders in the creation of cooperatives; conducts operational reviews and recommends actions required to improve operational effectiveness.

Investment Managers housed in Saskatchewan Agriculture and Food are responsible for conducting research and analysis and in-depth studies to identify opportunities and constraints to the development of Agriculture and Food programs. Employees in these positions influence the development of government policies as they relate to agricultural issues and provide advice and guidance related to the industry. It is important to initiate and maintain positive working relationships to gain knowledge and learn about the development of initiatives in other regions that may be applicable for Saskatchewan.

Extensive travel may be required.



Knowledge

Knowledge is the baseline of information acquired through work and life experiences, learning situations and formal education which enables an individual to perform from an informed perspective.

Acts/Regulations/ Legislation

- Knowledge of business development programs and services. **(Bring)**
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Theories/Principles

- Knowledge of the Saskatchewan agri-business industry including current and emerging trends. **(Bring)**
 - Knowledge of the process of agri-business financing and the various steps used to mitigate risks. **(Bring)**
 - Knowledge of marketing research methodologies. **(Bring)**
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Technical

- Knowledge of computer software and hardware process applications in MSOffice, the leading financial software packages and complex internet on-line searches. **(Bring/Learn)**
 - Knowledge of financial business analysis of financial indicators. **(Bring)**
 - Knowledge of negotiation, facilitation and interview techniques. **(Bring)**
 - Knowledge of business management procedures, turnaround methodology, mergers and acquisition procedures and operational practices, other procedures, responsibilities, information systems. **(Bring)**
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Skills

Skills are those demonstrated abilities, or proficiencies which one has learned from their past. These are acquired/developed from past work and life experience, including volunteer work, independent study, life events, community and leisure activities, and formal training.

Skills are demonstrable, measurable and are transferable from one situation to another.

Communication

- Ability to prepare clear presentations and speak in public with small businesses, associations, community and regional groups. **(Bring)**

Personal attributes which may link with this skill statement include: critical thinker, organized, persuasive...

- Ability to verbally and in writing, provide clear, concise and accurate information in response to complex inquiries to suit the target audience. **(Bring)**

Personal attributes which may link with this skill statement include: sensitive, focused, persuasive...

- Ability to apply appropriate methodologies to assess market opportunities and the viability of a business. **(Bring)**

Personal attributes which may link with this skill statement include: innovative, confident...

Leadership

- Ability to facilitate processes that enable individuals, groups and/or organizations to establish viable agri-food businesses. **(Bring)**

Personal attributes which may link with this skill statement include: innovative, sensitive, persuasive...



Problem Solving

- Ability to analyse and interpret complex business/financial statements in order to arrive at a viable solution. **(Bring)**

Personal attributes which may link with this skill statement include: patient, focused, credible...

Interpersonal

- Ability to develop and maintain open and honest working relationships with the financial and agri-business industry. **(Bring/Learn)**

Personal attributes which may link with this skill statement include: sensitive, personable, confident, good listener...

Team/Independence

- Ability to work independently and as a team member with colleagues and clients to meet program goals. **(Bring)**

Personal attributes which may link with this skill statement include: good listener, responsible, adaptable...

Organizational

- Ability to prioritize tasks to meet deadlines and make investment decisions within the timelines required by clients. **(Bring)**

Personal attributes which may link with this skill statement include: flexible, patient...

Analytical

- Ability to gather, accurately analyse, interpret and summarize quantitative data. **(Bring/Learn)**

Personal attributes which may link with this skill statement include: focused, critical thinker, decisive...



Personal Attributes

(Bring)

Personal Attributes identify qualities of character, which a person must have to be an effective and successful performer in the job. They are underlying characteristics which are deep and enduring parts of an individual expressed most of the time. They are one's personal style or personal effectiveness, such as feelings, attitudes, habits and traits. Each of these is demonstrated by behavioural examples which allow one to objectively determine whether an individual possesses the required personal attributes.

Attributes, together with the knowledge and skill competencies, help you to predict what a person will do in a given situation.

Personal attributes for the Investment Managers include:

To Be...

- flexible
- adaptable
- innovative
- creative
- critical thinker
- conciliator
- personable
- sensitive
- patient
- comprehensive
- focused
- organized
- confidential
- credible
- responsible
- a good listener
- decisive
- assertive
- confident
- persuasive

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