17 - Analytical Thinking - Approaching a problem by using a logical, systematic, sequential approach.

	Basic	Proficient	Advanced
Professional/ Specialist	• Compares no more than two alternatives • Notices obvious discrepancies and inconsistencies in available information • Looks for features, parameters, or considerations in a situation or when making a decision • Approaches a complex task or problem by looking at its component parts • Looks at the costs, benefits, risks, and chances for success, in making a decision • Identifies a possible cause for a problem • Does not consider the priority of things to be done	• Makes a systematic comparison of two or more alternatives • Notices discrepancies and inconsistencies in available information • Identifies a set of features, parameters or considerations to take into account, in analyzing a situation or making a decision • Approaches a complex task or problem by breaking it down into its component parts and considering each part in detail • Weighs the costs, benefits, risks, and chances for success, in making a decision • Identifies many possible causes for a problem • Carefully weighs the priority of things to be done	• Makes a thorough and systematic comparison of two or more alternatives • Notices even subtle discrepancies and inconsistencies in available information • Identifies a complete set of features, parameters or considerations to take into account, in analyzing a situation or making a decision • Approaches a complex task or problem by thoroughly breaking it down into its component parts and considering each part in specific detail • Does a thorough analysis to evaluate and compare the costs, benefits, risks, and chances for success, in making a decision • Identifies all the possible causes for a problem • Assesses and carefully considers the priority of things to be done
	Basic	**Proficient**	**Advanced**
Supervisor/ Manager	• Compares no more than two alternatives • Notices obvious discrepancies and inconsistencies in available information • Looks for features, parameters, or considerations in a situation or when making a decision • Approaches a complex task or problem by looking at its component parts • Looks at the costs, benefits, risks, and chances for success, in making a decision • Identifies a possible cause for a problem • Does not consider the priority of things to be done	• Makes a systematic comparison of two or more alternatives • Notices discrepancies and inconsistencies in available information • Identifies a set of features, parameters or considerations to take into account, in analyzing a situation or making a decision • Approaches a complex task or problem by breaking it down into its component parts and considering each part in detail • Weighs the costs, benefits, risks, and chances for success, in making a decision • Identifies many possible causes for a problem • Carefully weighs the priority of things to be done	• Makes a thorough and systematic comparison of two or more alternatives • Notices even the most subtle discrepancies and inconsistencies in available information • Identifies a complete set of features, parameters or considerations to take into account, in analyzing a situation or making a decision • Approaches a complex task or problem by thoroughly breaking it down into its component parts and considering each part in specific detail • Does a thorough analysis to evaluate and compare the costs, benefits, risks, and chances for success, in making a decision • Identifies many possible causes for a problem, including those that are subtle and not readily apparent • Assesses and carefully considers the priority of things to be done

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	Basic	Proficient	Advanced
Director/ Executive	• Compares no more than two alternatives • Notices obvious discrepancies and inconsistencies in available information • Looks for features, parameters, or considerations in a situation or when making a decision • Approaches a complex task or problem by looking at its component parts • Looks at the costs, benefits, risks, and chances for success, in making a decision • Identifies a possible cause for a problem • Does not consider the priority of things to be done	• Makes a systematic comparison of two or more alternatives • Notices discrepancies and inconsistencies in available information • Identifies a set of features, parameters or considerations to take into account, in analyzing a situation or making a decision • Approaches a complex task or problem by breaking it down into its component parts and considering each part in detail • Weighs the costs, benefits, risks, and chances for success, in making a decision • Identifies many possible causes for a problem • Carefully weighs the priority of things to be done	• Makes a thorough and systematic comparison of two or more alternatives • Notices even subtle discrepancies and inconsistencies in available information • Identifies a complete set of features, parameters or considerations to take into account, in analyzing a situation or making a decision • Approaches a complex task or problem by thoroughly breaking it down into its component parts and considering each part in specific detail • Does a thorough analysis to evaluate and compare the costs, benefits, risks, and chances for success, in making a decision • Identifies all the possible causes for a problem • Assesses and carefully considers the priority of things to be done

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