

Our Capabilities

The behaviours, skills and knowledge expected of us at work



Personal Attributes

How I conduct myself

Act with *Integrity* and *Courage*

Be honest, ethical and professional and have the courage to speak up for what is right

Demonstrate *Accountability*

Take responsibility for own actions, commit to safety and act in line with legislation and policy

Manage *Self*

Show drive and motivation, an awareness of strengths and weaknesses and a commitment to learning

Display *Resilience* and *Adaptability*

Express own views, persevere through challenges, and be flexible and willing to change



Relationships

How I interact with others

Work *Collaboratively*

Be an inclusive and reliable team member, collaborate with others and value diversity

Communicate and Engage *Respectfully*

Communicate clearly and respectfully, listen and encourage input from others

Community and Customer *Focus*

Commit to delivering customer and community focused services in line with strategic objectives

Influence and *Negotiate*

Persuade and gain commitment from others, and resolve issues and conflicts



Results

How I deliver results for customers and community

Deliver *Quality* Results

Achieve results through efficient use of resources and a commitment to quality outcomes

Create and *Innovate*

Encourage and suggest new ideas and show commitment to improving services and ways of working

Plan and *Prioritise*

Plan and organise work in line with organisational goals and adjust to changing priorities

Think and *Solve* Problems

Think, analyse and consider the broader context to develop practical solutions



Resources

How I use tools effectively and responsibly

Finance

Be a responsible custodian of council funds, act with integrity and apply processes in line with legislation and policy

Technology and *Information*

Use technology and information to maximise efficiency and ensure quality outcomes

Assets and *Tools*

Use, allocate and maintain work tools appropriately and manage community assets responsibly

Procurement and *Contracts*

Understand and apply procurement processes to achieve quality purchasing and contract performance

Displays Awareness of Self and Others

Cultivates Productive Relationships

Drives Results

Manages Effectively

Operates Strategically

Develops People and Culture

Leadership and Management Capabilities

Employee Capabilities