ANALYZE JOBS FOR TELEWORK

The Work Suitability Assessment (WSA) is a web-based, interactive tool that analyzes an employee’s job-tasks and collaboration needs for possible inclusion in an effective flexwork program that may include telework, compressed workweek or flexible-schedules. The WSA also assists managers in evaluating telework performance and IT requirements for specific job-tasks.

Job-Tasks

The WSA assesses specific job requirements to determine whether an employee’s job-tasks are suitable for a flexwork arrangement. Employees use this information to identify job-tasks that can be done more productively in a remote environment, and to evaluate their own performance.

Collaboration Needs

The WSA examines an employee’s need to collaborate with co-workers and customers, ensuring that the level and quality of the collaboration is maintained or enhanced, and that non-flexworking co-workers are supported.

The WSA assists an employee in demonstrating how their participation in the flexwork program will help their employer meet objectives, while allowing the employee to support managers and co-workers.

PRODUCT CHARACTERISTICS

- Web-based interactive assessment tool with instant, customized results
- Identifies how well an employee’s job-tasks fit flexwork arrangements
- Analyzes how an employee’s collaboration requirements fit flexwork arrangements
- Reduces program effort for managers and HR
- Increases management acceptance and participation
- Identifies employee performance metrics
- Provides a real-time calendar feature