

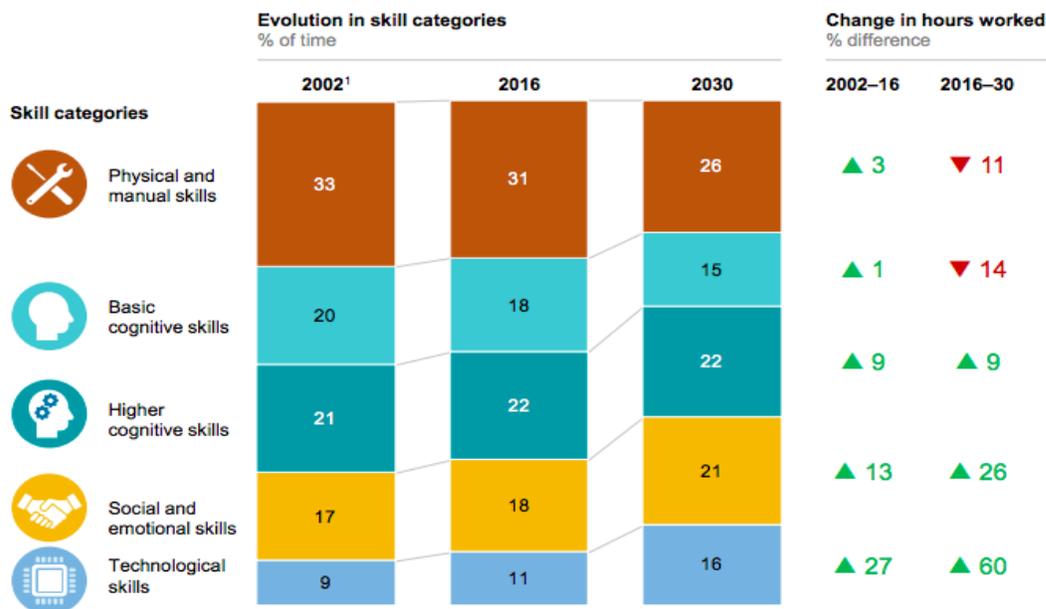
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What is a skills gap analysis?

A skills gap analysis is a tool used to assess the difference (or gap) between the actual state and a future, goal state. Organizations use it to identify the skills that an individual employee needs but doesn't necessarily have yet to carry out their job or to perform certain tasks effectively (**Antonucci, Ovidio, 2012**)

Why is a skills gap analysis useful?

In its 2018 **The Future of Jobs Report**, the World Economic Forum states that by 2022, no less than 54% of all workers will need to update or replace their competencies. This is the result of rapid technological developments and an increasing digitalization that affect both our personal and professional lives



¹ Calculated using the 2004 to 2016 CAGR extrapolated to a 14-year period.

NOTE: Based on difference between hours worked per skill in 2016 and modeled hours worked in 2030. Numbers may not sum due to rounding.

SOURCE: U.S. Bureau of Labor statistics; McKinsey Global Institute workforce skills model; McKinsey Global Institute analysis

Use 1: It gives you insights into your entire workforce

Use 2: It boosts individual learning and development

Use 3: It will help you with your strategic workforce planning

Use 4: It can improve your recruitment efforts

Use 5: It creates a competitive advantage

How to do a skills gap analysis

The first approach is **qualitative** and loosely based on **the organizational development process**. The **second one** is a method proposed by Antonucci and Ovidio and follows a **quantitative** approach.

1. Scope and diagnostics

this means identifying the needed skills

2. Data collection and analysis

3. Designing interventions

Business areas with greatest need to address potential skill gaps, % of respondents¹



Skills gap analysis interventions

Depending on the skills you're missing and your current workforce's capabilities, there are several 'interventions' you can put in place:

- Training and development of existing employees
- Job redesign & Recruitment of people with critical skills
- A combination of one or more of the above

A skills gap analysis can be a good tool to use for this; when conducted well, it gives you valuable insights into your entire workforce, can help you with strategic workforce planning and improve your recruitment efforts. An effective skills gap analysis will also enable you to optimize your learning and development programs to reskill your people where needed.

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