

Position Impact / Risk Assessment Attrition Factor

Using workforce data reports and other turnover data to identify your current and projected human capital (supply) attrition factoring of each position could be conducted utilizing this worksheet.¹

Position Title:	Classification & Level:			
Incumbent:				
Bureau:	Location:			
<p><u>Position Impact Factor</u> – Manager’s/Supervisor’s estimate of difficulty or effort required based on the function, responsibility, authority, priority of strategic objectives to replace position incumbent.</p> <p>3-Critical and unique knowledge (e.g., Specialist, ECP 3, 4) 2-Important, proceduralized, knowledge and skills (e.g., ECP 1, 2, 3) 1-Common knowledge and skills (e.g., Entry-Level, ECP 1, 2, 3)</p> <p><u>Vacancy Risk Factor</u> – The projected retirement dates from the Workforce Retirement Forecast Reports, marketability, and other factors for position turnover.</p> <p>3-Projected Retirement date or other turnover factors within 1 year 2-Projected Retirement date or other turnover factors within 5 years 1-Projected Retirement date or other turnover factors greater than 5 years</p>				
Position Impact Factor	X	Vacancy Risk Factor	=	Total Attrition Factor
<p><u>Total Attrition Factor</u> – Estimated effort and urgency to the delivery of programs and services.</p> <p><input type="checkbox"/> High (6 and higher)</p> <p><input type="checkbox"/> Medium (4-6 points)</p> <p><input type="checkbox"/> Low (1-3 points)</p>				

¹ TVA Authority Model