



Do Top CEOs Have It All?

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Chief Executive Officers possess a list of key skills and personal characteristics needed for the job, Well-Run Concepts understands these areas and has done the research. Let's explore what the key attributes, competencies and behaviors would look like for a successful CEO of an organization.

Whether you are searching for your next hire or a new career, Well-Run Concepts used a comprehensive, validated, step-by-step process, Job Matching system to determine what is needed for top performance.

Attributes tells us if an individual can do the job by looking at what personal skills or competencies are needed in the job of CEO.

The Top Seven Attributes are:

Leadership

CEOs can achieve extraordinary business results through people.

- Inspires others with compelling visions.
- Takes risks for the sake of principles, values or mission.
- Builds trust and demonstrates integrity with a noticeable congruence between words and actions (walks their talk).
- Demonstrates optimism and positive expectations of others.
- Delegates appropriate responsibilities and authority.
- Involves people in decisions that affect them.
- Addresses performance issues promptly, fairly and consistently.

Self-Management

An outstanding CEO has the ability to prioritize and complete tasks in order to deliver desired outcomes within allotted time frames.

- independently pursue business objectives in an organized and EFFICIENT manner.
- prioritize activities as necessary to meet job responsibilities.
- maintain required level of activity toward achieving goals without direct SUPERVISION.

Personal Accountability

An admirable CEO will have the capacity to be answerable for personal actions.

- accept personal RESPONSIBILITY for the consequences of personal actions.
- avoid placing unnecessary BLAME on others.
- maintain personal COMMITMENT to objectives regardless of the success or failure of personal decisions.
- apply personal lessons learned from past failures to move FORWARD in achieving future successes.

Interpersonal Skills

CEOs must be effective communicators, building rapport and relating well to all kinds of people.

- Strives for self-awareness.
- Demonstrates sincere interest in others.
- Treats all people with respect, courtesy and consideration.
- Listens, observes and strives to gain understanding of others.
- Communicates effectively.
- Sensitive to diversity issues.
- Develops and maintains relationships with many different kinds of people regardless of cultural differences.

Customer Service

A first-class CEO anticipates, meets and/or exceeds customer needs, wants and expectations.

- Strives to anticipate, identify and understand customers' wants, needs and concerns.

- Responds to customers with a sense of urgency.
- Resolves issues and complaints to the satisfaction of customers.
- Expends extraordinary effort to satisfy customers.
- Develops relationships with customers.
- Takes professional risks for the sake of customers' needs.

Flexibility

A superior CEO has the ability to readily modify, respond to and integrate change with minimal personal resistance.

They:

- ADAPT effectively to changing plans and priorities.
- demonstrate the capacity to handle MULTIPLE tasks at one time.
- deal comfortably with AMBIGUITY.
- adjust preset plans as necessary with minimal RESISTANCE.

Results Orientation

A exemplary CEO has the ability to identify actions necessary to complete tasks and obtain results.

They:

- maintain FOCUS on goals.
- identify and acts on removing potential OBSTACLES to successful goal attainment.
- implement thorough and effective PLANS and apply appropriate resources to produce desired results.



About the Author

Jennifer C. Zamecki is the Founder and President of Well-Run Concepts, a Human Resource Consulting Firm, founded in 1997.

"Job Matching & Developing Top Talent"

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Workplace motivators make up the next critical success factor needed, which tells us why an individual will do the job or, in other words, what rewards & cultures are they seeking on the job.



The Top Three Motivators for a CEO are:

- 1. Utilitarian/Economic** Rewards those who value practical accomplishments, results and rewards for their investments of time, resources and energy.
- 2. Individualistic/Political** Rewards those who value personal recognition, freedom and control over their own destiny and others.
- 3. Theoretical** Rewards those who value knowledge for knowledge's sake, continuing education and intellectual growth.

Behaviors tell us how an individual will perform the job. We analyzed which of the behaviors an individual should possess to perform well in the job of Chief Executive Officer. This is very important information to know in understanding communication styles.

The Top Three Behaviors for a CEO are:

- 1. Competitiveness** The job exists within a demanding environment where consistently winning is critical. The job demands tenacity, boldness, assertiveness and a "will to win" in dealing with highly competitive situations.
- 2. Frequent Change** The job requires a comfort level with "juggling many balls in the air at the same time!" It will be asked to leave several tasks unfinished, and easily move on to new tasks with little or no notice.
- 3. Urgency** The job requires decisiveness, quick response, fast action. It will often be involved in critical situations demanding that on-the-spot decisions be made with good judgment. The job will repeatedly face important deadlines that must be met on time.

Now that we have a clear picture of what the Chief Executive Officer job looks like, I would like to ask you this...

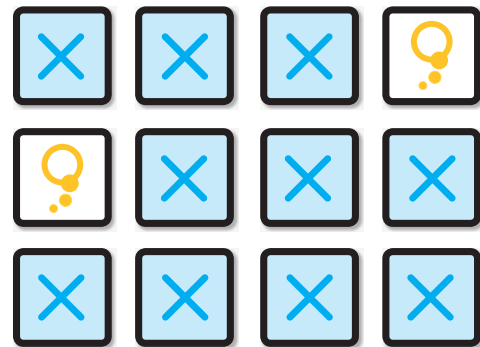
- If you are a CEO, do you have these critical success factors mastered? If not, what's your plan to develop them?
- If you are the Chairman or Board of Directors, how are you currently measuring your CEO's talent?
- At the executive level do they have the above named attributes, motivators and behaviors?
- If so, great! You are ahead of the competition!
- If not, how will you develop them or better yet, select talent that already has it?

Here are a few suggestions to get you started: If you want to know for sure, then run a Talent Assessment on yourself or your staff. Then match the results to the benchmark of the CEO job in this article.

Better yet you can run your own customized benchmark for your unique organization & culture.

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Job Matching is NOT a game!



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