Job Competency Policy

Hurt & Proffitt Inc. endeavors to provide adequate training and feedback to all its employees.   Prior to fulfilling a role with Hurt & Proffitt Inc., a candidate must match the job criteria established within the job description. Job descriptions are based on roles taken from the Hurt & Proffitt Inc. organizational chart. Job competency for each role is based on this information obtained from the job description, and candidates are required to provide documentation of any prior specialized training such as certificates, authorizations, proofs of attendance, and more.

Once hired, the new H&P employee completes an onboarding process that includes safety orientation and training, accompanied to industry and client – specific training modules that emphasize site safety and preparation. This training includes; videos, online remote assessments, and more. In addition, many roles within H&P require off-site and vendor-sponsored training from organizations such as the Virginia Department of Environmental Quality, Troxler Nuclear Safety, and more.   After completing any in-house training provided, employees are required to answer a questionnaire that demonstrates their knowledge gained and their commitment to it while representing Hurt & Proffitt Inc.

In addition, all employees receive yearly performance measurement profiles, and are encouraged to evaluate their performance as it relates to the expectations of their job. Feedback is also gathered from their work partners/peers, as well as from their supervisor/team leader. The feedback is presented in their performance measurement, alongside their own estimation of their performance. Employees are expected to address any gaps in performance by requesting additional training, mentoring, etc.   If employees fail to acknowledge performance gaps in their assessments, a probation period for performance improvement follows.