

# HR Career Level Reference - IC Levels

This chart is meant to be a general guide for leveling purposes.

PROFESSIONAL LEVEL Guidelines		
Career Level	Typical Yrs Relevant Exp	Breadth of Experience
IC1	0-2	<ul style="list-style-type: none"> <li>- Follows standard practices and procedures in analyzing situations or data from which answers can be readily obtained.</li> <li>- Builds stable working relationships internally.</li> <li>- Contributes through FOLLOWING DIRECTIONS: Activity with guidance and problem solving with assistance.</li> </ul>
IC2	2+	<ul style="list-style-type: none"> <li>- Exercises judgment within defined procedures and practices to determine appropriate action.</li> <li>- Builds productive working relationships internally and externally.</li> <li>- Contributes INDEPENDENTLY: Completes own role largely independently with some assistance and guidance.</li> </ul>
IC3	5+	<ul style="list-style-type: none"> <li>- Demonstrates good judgment in selecting methods and techniques for obtaining solutions.</li> <li>- Networks with senior internal and external personnel in own area of expertise.</li> <li>- Contributes through EXPERTISE: Duties and tasks are varied and are complex requiring independent judgment.</li> </ul>
IC4	8+	<ul style="list-style-type: none"> <li>- Exercises judgment in selecting methods, techniques and evaluation criteria for obtaining results.</li> <li>- Networks with key contacts outside own area of expertise.</li> <li>- Contributes through OTHERS: Leading contributor providing direction and mentoring to others.</li> </ul>
IC5	12+	<ul style="list-style-type: none"> <li>- Exercises independent judgment in methods, techniques and evaluation criteria for obtaining results.</li> <li>- Creates formal networks involving coordination among groups.</li> <li>- Contributes through LEADERSHIP: Manages and plans implementation of company policy for achieving business goals.</li> </ul>
IC6	15+	<ul style="list-style-type: none"> <li>- Works on issues that impact design/selling success or address future concepts, products or technologies.</li> <li>- Creates formal networks with key decision makers and serves as external spokesperson for the organization.</li> <li>- Contributes through STRATEGY: Develops and advises on company policy, contributing through strategy definition and implementation.</li> </ul>

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