

# How to Conduct an Employee Skills Audit-Special Report



The special report on Employee Skills Audits highlights how this systematic process evaluates workforce skills, identifies gaps, and aligns talent with organizational goals. It outlines the benefits, including improved workforce planning, targeted training, enhanced employee engagement, and better recruitment strategies. The report provides an 8-step framework for conducting a skills audit, from defining objectives to monitoring progress, and emphasizes leveraging tools like HR software and analytics for efficiency.