

This study was to investigate the needs for and the methods in developing work competencies of the academic service officers of SukhoThai Thammathirat Open University, according to their work positions. The findings were as follows;

1. The computer programmers needed to be developed by training, study visit and symposium at 'high' level in 11 aspects of competencies, most of which were about computer sciences.

2. The counsellors needed to be developed by proceeding to higher levels of education, training, symposium, attending lectures presented by specialists and self-help study at 'high' and the 'highest' levels in 18 aspects of competencies, most of which concerned counselling and psychology, languages, public relations and human relations.

3. The plan and policy analysts needed to be developed by training, study visit, symposium and attending lectures presented by specialists at 'high' and the 'highest' levels in 20 aspects of competencies, most of which concerned research in social sciences, information sciences and planning and projecting.

4. The librarians needed to be developed by proceeding to higher levels of education, training and attending lectures presented by specialists at 'high' and the 'highest' levels in 25 aspects of competencies, most of which concerned technical processing, information services, special services, administration, languages, public relations and human relations.

5. The educators in the Office of Academic Affairs needed to be trained at 'high' level in 3 aspects of competencies concerning Thai-English letter writing, computer usage for data storing and project administrating.

6. The educators in the Office of Educational Services needed to be trained at the 'highest' level in computer usage for data storing and at 'high' level in computer usage for data processing.

7. The educators in the Office of Registration, Records and Evaluation needed to be developed by training and study visit at 'high' and the 'highest' levels in 9 aspects of competencies, most of which concerned computer sciences and statistics and administration.

8. The educators and the audio-visual officers in the Office of Educational Technology needed to be developed by training and attending lectures presented by specialists at 'high' level in 29 aspects of competencies, most of which concerned production of and research in educational media.

9. The educators and the audio-visual officers in the Office of University Printing Press needed to be developed by training, study visit and attending lectures presented by specialists at 'high' and the 'highest' levels in 26 aspects of competencies, most of which concerned printing, languages, public relations, human relations and administration.