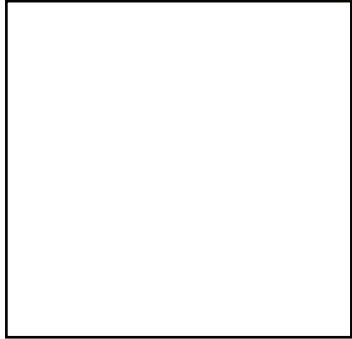




EMPLOYEE TALENT PROFILE



Basic information

Name: _____ Position: _____ Time in Position: _____

Age: _____ Function: _____ Length of Service: _____

Employee History

Job History AMSilk

Work Experience

Education

Languages



EMPLOYEE TALENT REVIEW

DIALOG Results 2022

Excellent = Far above expectations
 Very Good = Exceeds expectations
 Good = Meets expectations

Below Expectations = Action required
 Ok = Not quite what was expected

Performance

Results based on job description					
Results based on defined targets & priorities					
Effectiveness & efficiency of work					
Timely delivery of work results					
Quality of work results					
Professional knowledge in area of responsibility					
Level of guidance from supervisor needd					

Behaviour 2022

Customer Focus & Reliability					
Innovation & Flexibility					
Teamspirit & Communication					
Drive & Execution					
Leadership & Commitment					

Strengths

(Please name up to five)

Development needs

(Please name up to five)

PP-Matrix

Potential ↑	Develop	Develop & stretch	Stretch
	Observe	Develop	Develop & stretch
	Observe / Exit	Observe	Develop
	Performance →		

Loss Impact:

Critical Moderate Low

Retention Risk:

High Moderate Low

Comment (Optional)

Potential:

Potential next Role:

Timeline:

Immediately 1-3 years >3years

Development proposal:



POTENTIAL MATRIX

The ability to assume increasingly broad or complex responsibility
Ability for growth and development into a leadership role. One who guides, directs and influences and shows the way to others

<p>Potential</p> <p>Strong</p> <p>Moderate</p> <p>Low</p>	<p>Develop</p> <p>Employee demonstrates willingness to change and adopts to addressed weaknesses.</p> <p>Action: Focus on coaching, provide development plan</p>	<p>Develop & stretch</p> <p>Highly motivated employee who can perhaps do more. Valuable team member. Room for performance improvement</p> <p>Action: Consider assigning more challenging tasks and assign to a role that stretch her/him</p>	<p>Stretch</p> <p>Big picture thinker, excellent problem solver, highly motivated; masters his current role, future leader</p> <p>Action: Provide new assignments that stretch and pull her/his skills; prime for leadership roles</p>	
	<p>Observe</p> <p>Shows potential but performance is low; with the right support the employee can succeed in the current role</p> <p>Action: Focus on skills to improve performance; consider PIP</p>	<p>Develop</p> <p>An effective performer who needs more time to grow in the current role. Meets current expectations.</p> <p>Action: consider increasing responsibilities or tasks that challenges; create development plan</p>	<p>Develop & stretch</p> <p>Strong employee who may be facing limitations to her/his potential; exceeds performance expectations</p> <p>Action: Identify skill gaps and areas for coaching; develop more skills</p>	
	<p>Observe / Exit</p> <p>Employee lacks essential competencies and may be resistant to coaching; does not meet performance expectations</p> <p>Action: upskill needed or find a new role; re-assign or remove from organization</p>	<p>Observe</p> <p>Consistent contributor but with limited potential; might need a successor</p> <p>Action: coach employee on lateral thinking or different role</p>	<p>Develop</p> <p>Strong performer but unlikely to move to higher level role; will need motivation to stay engaged</p> <p>Action: coach for continuous upskilling</p>	
	Low	Moderate	Strong	Performance

The extent to which an individual can deliver results, demonstrate competencies and act in spirit of company values. (technical skills, abilities and subject matter knowledge in the job related field)