



Personal Development Evaluation

The following is a balancing instrument to find out where employee and employer align and where they disagree to evaluate the potential for professional development. Please insert both your ratings on the scale of 1 to 5 here. If a criterium is not applicable to you, select 0.

TM Dimensions	Criteria	Employee Statement	Employer Statement	Employee Score (1-5)	Employer Score (1-5)	RAG Rating
Develop	Fit for the role	I am confident that I have the skills, training, and knowledge to excel in my role.	Does the employee have the skills, experience, and knowledge to excel in the role??	Sele	Sele	0
	Accountability	I can achieve all assigned tasks.	Do you trust the employee to complete all assigned tasks??	Sele	Sele	0
	Consistent and reliable performer	I regularly produce consistent, good quality work.	Is this employee consistently productive?	Sele	Sele	0
	Opportunities for upskilling	I take every opportunity available to develop my skill set.	Would the employee avail of opportunities for learning	Sele	Sele	0

			and development if presented to them??			
	Quality and timeliness of work	I deliver my work in a timely manner and to a high standard.	Is this employee producing quality work in a timely manner?	<input type="text" value="Sele"/>	<input type="text" value="Sele"/>	0
Grow	Attitude	I am motivated and like to show initiative.	Does the employee possess the initiative required to make a positive contribution??	<input type="text" value="Sele"/>	<input type="text" value="Sele"/>	0
	Promotability	I am ambitious and believe I have the potential to progress within the company.	Does this employee have the potential to move up in the company?	<input type="text" value="Sele"/>	<input type="text" value="Sele"/>	0
	Ability to solve problems	I use my knowledge, skills and ability to provide solutions independently of management.	Does this employee show good problem-solving abilities within the remit of their role?	<input type="text" value="Sele"/>	<input type="text" value="Sele"/>	0
	Decision-making	I trust in my own abilities to make good decisions.	Is the employee capable of making decisions within their role that support the company's objectives?	<input type="text" value="Sele"/>	<input type="text" value="Sele"/>	0
Retain	Collaboration	I enjoy engaging with colleagues to gain an understanding of their roles, so I can provide mutual	Does this employee engage with colleagues in a positive way that encourages cooperation	<input type="text" value="Sele"/>	<input type="text" value="Sele"/>	0

		support at all times.	within the team?			
	Impact	I am confident that my combined talents, skills, and experience have a positive impact on the company.	Has the employee shown the capability to have a positive impact within the company, and do they have the potential to thrive in this environment?	<input type="text" value="Sele"/>	<input type="text" value="Sele"/>	0
	Leadership	I am happy to take the lead on assignments or tasks when required.	Does this employee show good leadership qualities?	<input type="text" value="Sele"/>	<input type="text" value="Sele"/>	0
	Compensation: value (ROI)	I believe that I add value to the company through my work..	Is this employee's work adding value to the company?	<input type="text" value="Sele"/>	<input type="text" value="Sele"/>	0

Scoring System

RAG Rating	Numerical Score	Action Required
Red	1 – 8	Under-performance and required immediate action – discussion with employee and agree how you can improve the rating. Look to the Talent4LIFE handbook for guidance and advice.
Amber	9 – 14	An early warning that performance might be going off-track – check in, discuss the rating, and review at next meeting.
Green	15 – 25	Performance is on track; ensure support that drives this performance remains in place and seek areas for continuous improvement.