

SELF ASSESSMENT WORKSHEET

Instruction's: Use the tool below prior to taking your self assessment to ensure you have considered the major contributing factors to your overall performance.

Consider each of your goals you worked on across the past year and consider the needed skills to perform those projects well. Then identify whether those skills are currently one of your strengths or are development areas.

Goal:

Required Skill: _____

Strength Development area

Required Skill: _____

Strength

Required Skill: _____

Strength Development area

Goal:

Required Skill: _____

Strength Development area

Required Skill: _____

Strength

Required Skill: _____

Strength Development area

Goal:

Required Skill: _____

Strength Development area

Required Skill: _____

Strength

Required Skill: _____

Strength Development area

Strengths

List each of your major strength identified above and provide at least one example of a time when you demonstrated each strength.

Strength: _____

Example:

Strength: _____

Example:

Strength: _____

Example:

Development Areas

List each major development area identified above and provide a concrete example of why you think it's a development area. Also list measures you and your organization can take to improve your performance.

Development Area: _____

Example:

Steps for Improvement:

Development Area: _____

Example:

Steps for Improvement:

Development Area: _____

Example:

Steps for Improvement:

