Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Role \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_





**Personal Development Plan\***



1. **How did it go since last time with you?**

Mention 3 successes and 3 areas where you believe that improvement is needed.

|  |  |
| --- | --- |
| **What went well?** | **What needs to improve?** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |



1. **How did it go since last time with Wirtek?**

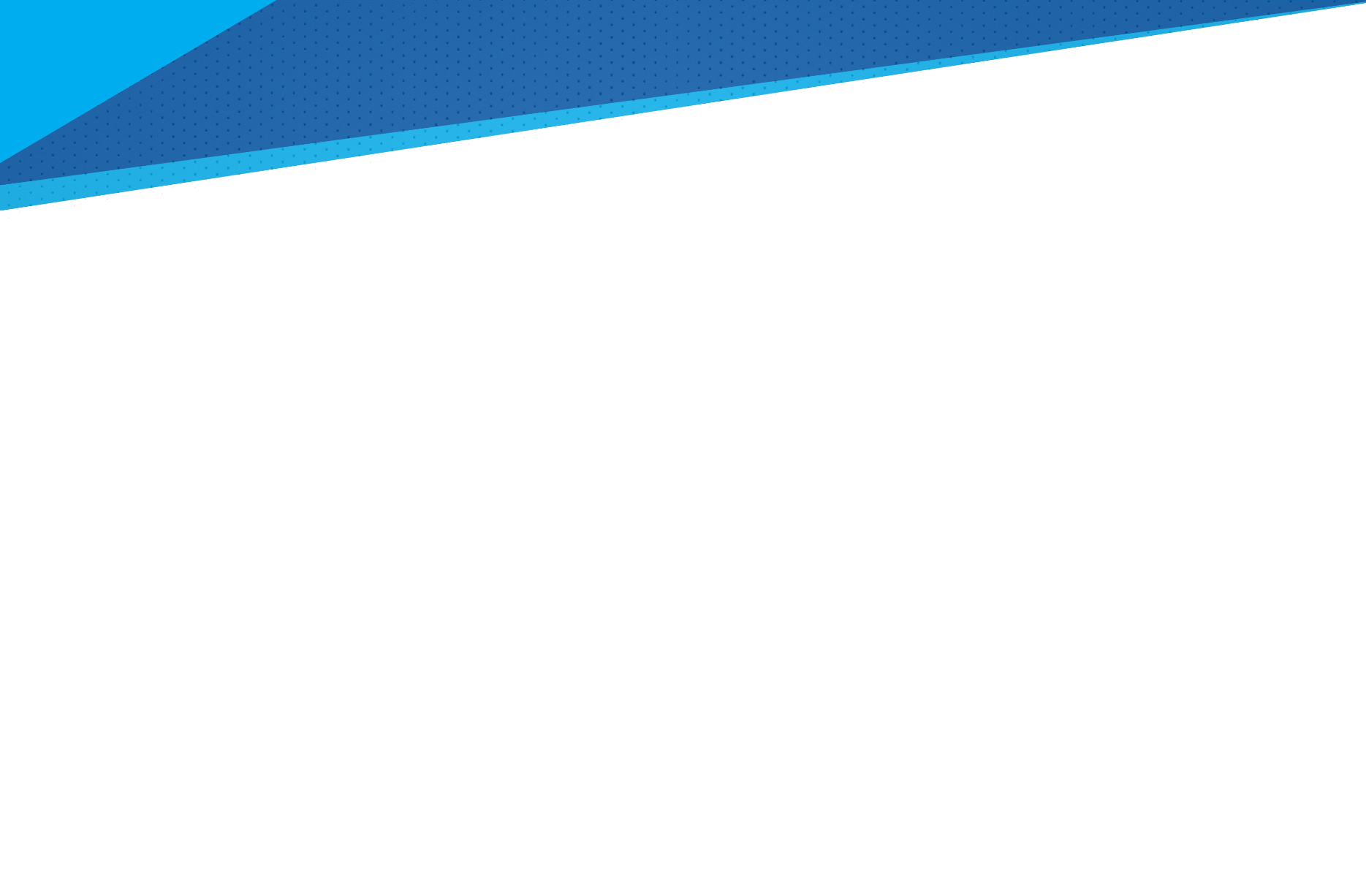
Mention 3 good things and 3 areas where you believe that improvement is needed.

|  |  |
| --- | --- |
| **What went well?** | **What needs to improve?** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

1. **Tasks and goals for the next period**

Which professional competences do you and the company need in the future and which ones should have priority?

|  |  |  |  |
| --- | --- | --- | --- |
| **Objectives** | **Activities** | **Deadline** | **Responsible** |
| **Short – term (< 1 year)** | | | |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Medium - term** | | | |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Long - term (> 5 years)** | | | |
|  |  |  |  |
|  |  |  |  |



\*FLOW CHART **FOR YOUR PDP (summary)**

**WHERE AM I NOW ?**

Personal Development Plan

*What am I good at?*

**Where do I want to be ?**

Consider all factors, professional and personal, such as time, support, finance, motivation and projects opportunities.

**How can I get there?**

Split task into…..

**Medium-Term** Objectives

## Review Regularly

## Review Regularly

*What do I need to work on?*

*What could help me along?*

*What could stop me?*

**Short-Term** Objectives

**Long-Term** Objectives

**What is my current situation?**