# Quentin Passanha -- 0-3 Month Skill Boost Plan

This document outlines the 0-3 month skill upgrade plan for Quentin Passanha, focusing on closing immediate skill gaps, recommended courses, proof-of-concept (POC) deliverables, and the direct business impact for manipal.

## Executive Summary

**Employee**: Quentin Passanha

**Current Role**: Senior Executive - Human Resource @ Manipal Technologies Limited

**Company**: manipal

**Assessment Date**: August 2025

### Skill Gap Analysis Overview

**Skill Gap Analysis**: Based on internal assessment and priority skills selected by the employee.

**Priority Skills for Development**: Client Relations, Project Management, Negotiation

**Course Modules**: 24 topics across 9 chapters

## Detailed Learning Roadmap

## Execution Priority

### Phase 1: Weeks 1-4 (Critical Skills)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Timeline** | **Skill Gap** | **Priority Level** | **Recommended Skills/Tools** | **Course Recommendation** | **Proposed POC** | **Business Impact for manipal** | **Competitor Benchmark** |
| 0-1 Month | Client Relations | Critical | CRM tools, Client Management | Personalized Learning Path for Quentin Passanha (Chapter 1-3) | Develop a client relationship management plan | Improved client satisfaction and retention | TCS, Infosys focus on robust client relations programs |
| 0-1 Month | Project Management | Critical | Project Management Software | Personalized Learning Path for Quentin Passanha (Chapter 4-6) | Complete a project plan for HR initiatives | Enhanced project delivery and efficiency | Wipro, HCL emphasize on structured project management practices |
| 1-3 Months | Negotiation | Important | Negotiation Techniques, Tools | Personalized Learning Path for Quentin Passanha (Chapter 7-9) | Conduct a negotiation workshop for HR team | Better negotiation outcomes in talent acquisition and client contracts | Accenture, Cognizant offer negotiation training for HR professionals |
| 1-3 Months | Advanced Client Relations | Nice-to-have | Analytics Tools, Advanced CRM | Specialized modules in client analytics and engagement | Implement a client feedback system | Long-term client loyalty and strategic partnerships | IBM, Capgemini use advanced analytics for client relations |

Focus on Client Relations and Project Management → Develop client relationship management plan and complete project plan for HR initiatives → Address competitor gaps in robust client relations programs and structured project management practices.

### Phase 2: Weeks 5-12 (Strategic Enhancement)

Advanced skills in Negotiation and Client Relations → Conduct negotiation workshop for HR team and implement a client feedback system → Achieve parity with top competitors in negotiation outcomes and utilize advanced analytics for client relations.

## Competitive Intelligence

**Internal Assessment**: Based on role requirements and industry standards

### Priority Recommendations

* Focus on selected priority skills for maximum impact

Instructions:

1. 1. Analyze the employee's missing skills from prioritySkillsSelected and skill gap data
2. 2. Map course chapters to specific skill gaps with priority levels
3. 3. Create realistic POCs based on their role, existing skills, and competitor benchmarks
4. 4. Focus on business impact relevant to their company/industry and competitive positioning
5. 5. Ensure timeline is practical and progressive
6. 6. Use technical tools and frameworks appropriate for their field
7. 7. Make POCs specific and measurable with competitive context
8. 8. Connect learning to direct business value and competitive advantage
9. 9. Include competitor benchmark information where available

10. Prioritize critical gaps over nice-to-have skills