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| **Capgemini_RGB-klein** | **Assignment Evaluation Form** |

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| **Individual** | | **Assignment** | | | |
| Name : | Nicolas de Wergifosse | Assignment Name : | SCT SEPA Payments | | |
| Profession : | Senior Consultant | Type of Review : | EOY evaluation | | |
| Level : | 2C | Start Date of Assignment : | 15/02/16 | End Date : | NA |
| People Unit: | FS | Client : | BNPPF | | |
| Practice : |  | Manager[[1]](#footnote-1) : | Laurent Kessler | | |
| Evaluation Date : | 08/10/2018 | Role Manager : | Squad Scrum Master | | |

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| **SECTION 1: INDIVIDUAL EXPECTATIONS** | | | | | |
| *To be completed by the counsellee before the start of the assignment. This section must detail:*   * *Start date in the level of the individual* * *Mid term career objectives of the individual, including development needs identified from performance plan, last assignment,…* * *Added value of the assignment to these career objectives* | | | | | |
| **Start date as Functional Analyst**: Nov 2017.  **My expectations** :   * Continue to increase my knowledge in Payments * Develop Analysis skills.   **Career objectives, 1 to 2 years**:   * Becoming a key element for SCT Squads and taking the lead on business and functional analysis. | | | | | |
| **SECTION 2: ASSIGNMENT EXPECTATIONS** | | | | | |
| *To be jointly completed by the manager1 and the individual at the start of the assignment. Expectations should be driven by (the key elements of) the tasks within the assignment.*  *The expectations should focus around specific deliverables, bearing in mind how they relate to the five competency areas (People Orientation, Knowledge & Experience, Delivery, External Orientation and Basic Company Attitudes).* | | | | | |
| |  |  | | --- | --- | | Competency Area | Objectives | | People Orientation | * Start to take the lead and coordinate team members for new topics. * Coach Capgemini colleagues joining the Tribe Pay. * Continue to help and advices colleagues from the testing team. * Help colleagues to grow by sharing my knowledge of SCT product. * Ambassador at IT PAY: act as point of contact for colleagues, Sales and BNPPF Management. | | Knowledge  &  Experience | * Add Business and Functional Analyst role as one of my major and no more minor domeins. * Plan and give knowledge transfer sessions to Cap and other colleagues who join SCT Squads. | | Delivery | * Meet timelines and client satisfaction. * Deliver top quality analysis. * Learn how to estimate and refine a backlog of user stories. * Take the lead on new topics. * Fulfilling contract hours. | | External Orientation | * Continue to make good use of the trustful relationship created with colleagues (managers and peers). * Help to identify good profiles for reinforcing SCT Squads in case of open positions. | | Basic Company Attitudes | * Applying Capgemini values. * Timesheet on time | | | | | | |
| Difficulty degree | 1 | 2 | 3 | 4 | 5 |
| (relative to the individual’s level) | Very Difficult | Difficult | Average | Easy | Very Easy |
| Comments:  On one hand the context can be quite difficult; high pressure to deliver for CIB, with sometime a political context. But on the other hand Nicolas was already a bit used to this, plus Laurent (Scrum master) was also there to help with this. Nicolas’s role this year was new and challenging, going from testing towards analysis and taking more ‘end-to-end ownership’ in the topics he treated. | | | | | |

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| **SECTION 3: INDIVIDUAL’S SELF ASSESSMENT OF PERFORMANCE ON ASSIGNMENT** | | | | | | | | | |
| *Use this space to document:*   * *Key achievements, citing specific examples* * *Fulfilment of expectations regarding to performance plan and professional ambitions in general* | | | | | | | | | |
| |  |  | | --- | --- | | Competency Area | Objectives | | People Orientation | **PEOPLE MANAGEMENT:**   * After 2 years as Test Analyst/Coordinator and one year as FA, I became Lead Analyst (of 4 FA’s) in SCT Connect Squad (remark: there are 2 squads on the SCT product at BNP). * I continue to help for the coordination of the testing team (4 Testers). * I coached and gave knowledge transfer sessions to new Capgemini colleagues who joined the SCT Squads this last year (Iesha Mortier and Emrah Hot as FA’s and James Vandervaeren as Scrum Master). * I had my first project management experiences for which good people management skills was required. * 2 projects: Globalization of Incomings and PCM CIB Recall   I was in charge of the planning and follow-up for the 2 SCT Squads (in Brussels) and point of contact for 8 assets (in both Brussels & Paris).  **TEAMING & TEAMWORKING:**   * By leading the Analysts of the Squad for the different big projects we have to deliver and coaching/helping in the coordination of the testing team (T-SHAPE), I always try to empower as much as possible other team members by sharing my knowledge of the product, delegating some responsibilities and mentoring new joiners to make them grow as future key actors for SCT product.   **RECRUITMENT:**   * Ambassador in Payments Tribe: help the Sales by preparing Cap consultants for interviews at Pay and point of contact for presenting them to Chapter Leads (= HR) of the Tribe. | | Knowledge  &  Experience | **NEW "MAJOR" DOMEINS:**  Business/Functional Analysis   * One year of experience and led the Analysts of SCT Connect Squad after only 3 months in this role.   **NEW "MINOR/MEDIOR" DOMEINS:**  Project Management   * In parallel with my Analyst role I had my first PM experiences this year: I’ve been delegated responsible for the two biggest topics of this year on SCT Product (Globalization of Incomings and PCM CIB Recall) thanks to the trustful relationship I build with my Project/Program Manager. * My main tasks were the following : * Responsible of the split of the Features in User Stories (= dividing a project into smaller tasks). * Estimating the US and identifying dependencies with the help of colleagues assigned to the same project. * Backlog refinement and preparation of the planning by comparing the backlog to be delivered with the Squad capacity. * Doing the follow-up of the projects and tracking the progress with the 2 SCT Squads and other BNP teams (8) involved on the project. * The projects are done in a complex environment: across departments; across countries; dependencies with other projects; stakeholders present in different countries; onshore and offshore teams. * Issue/Risk Management and definition of mitigation plan * Reporting to the management. * Being the back-up of the Scrum Master for participation in meetings with Tribe Management Team (Scrum of Scrums) where we are reporting to the top management the progress of the squad deliveries and discussing the risks and issues.   **KNOWLEDGE SHARING & REUSE**:   * Prepare knowledge transfer sessions for Capgemini and other colleagues who recently joined SCT Squads. * Regular updates of the SCT OneNote when necessary to document a specific topic. * Preparing handover session for Testing and Dev teams once my analysis are completed and ready to be developed. * Keep the functional analysis present in the SCT SharePoint up to date. * RSA SPOC for SCT Squad: help colleagues to make good use of RSA Tool and have a structured way to document their analysis in UML. | | Delivery | **PLANNING & ORGANISATION:**   * I am flexible and do the extra miles in order to deliver my analysis in time as agreed with the client. * I define and do the follow-up of Squad’s progress for meeting the delivery timelines on my project (cfr Knowledge & Experience section: Project Management).   **PROJECT REALISATION**:   * Analysis and Project Management on PCM CIB Recall project: * New solution for initiating recall request and answers by using a User Interface and ticketing tool called PCM. * New business flows and payments processing impacting the SCT Payment Engine. * Analysis and Project Management on Globalization of Incomings/Customer Conditions: * PE globalizes incoming B2B transactions, meaning that client can request to have a single credit booking a day on his account instead of thousands. * Huge impacts on accounting schemes and reporting processes. * Analysis on CAMDEX project: * Data Lake of SCT Payment Engine DB’s. * The target is to use it in order to feed at least 6 different reporting assets and decommission current solution on Payment Engine side.   **CLIENT CONTACT**:   * Trustful relationship with the client, Capgemini point of contact with Pay Chapters Lead. * Participate to some of the Tribe Management meetings as back-up of the Scrum Master. * Proposition to work abroad and candidate for joining the BA team on Instant Payment project thanks to the good deliveries I’ve done so far. | | External Orientation | **SALES/PROPOSALS :**   * Ambassador in Payments Tribe: * Informed Sales about open positions and help to identify interesting profiles matching the Squad’s needs. * Prepare Cap colleagues for interviews at Pay and coordinate with Chapter Leads.   **CLIENT NETWORK:**   * Having an excellent relations with BNP client (from top management to internal/external colleagues). * Increase also my network with CIB clients in Paris | | Basic Company Attitudes | **VALUES:**   * Honesty and trust : reporting and escalating the correct information to the management * Team spirit : collaboration & fun with colleagues + support colleagues when they have delay on task to ensure top quality delivery of the team respecting timelines * Fun: Drinks, Cap events, client team events. * Freedom: learn as fast as I can to become autonomous. Responsible of my tasks and deliveries * Boldness & Modesty: I never refuse any task and do not hesitate to ask questions if I think I can learn from it. Try to be a role model for my colleagues by taking the lead on important topics and involving team members in the decision process. | | | | | | | | | | |
| **SECTION 4: MANAGER’S ASSESSMENT OF PERFORMANCE ON ASSIGNMENT** | | | | | | | | | |
| *To be completed by the manager1. The assessment should focus on:*   * *What was achieved (key deliverables)* * *How it was achieved (Competencies demonstrated, bearing in mind the five competency areas: People Orientation, Knowledge & Experience, Delivery, External Orientation and Basic Company Attitudes)* | | | | | | | | | |
|  | Competency Area | | Performance | | | | | |  | |
|  | People Orientation | | You coached Iesha very well. Emra is also well-supported in her onboarding. Your even giving good advice/support to Laurent and James as well. | | | | | |  | |
|  | Knowledge  &  Experience | | Very good functional knowledge, thanks to earlier testing experience.  Given the fact that some people left you have definitely become an important cornerstone in the team for knowledge and assistance. | | | | | |  | |
|  | Delivery | | Good analysis work as a Functional Analyst. Nicolas also managed some change requests/projects (almost) completely independently, with minimal intervention from others. As if he was the project manager. He has impressed Laurent with this, because last year he sometimes gave the impression to be timid or shy, but this year he really came out of his shell. Furthermore, the topics he treated were of significant size (1000MD of which 500MD for Bussels if I understood correctly). He worked for example on "globalisation of incoming", a significant topic for CIB. He correctly highlighted risks to Laurent and to CIB. He also had frequent contact with CIB. So it was more than “just analysis”, he showed ownership. Sometimes he also helped with scrum master tasks such as splitting features in user stories. | | | | | |  | |
|  | External Orientation | | Nicolas clearly takes the lead towards Krishna. And other people (like Laurent) clearly know that and approach Nicolas for Capgemini-related topics. This is extra remarkable since there are other more senior colleagues on the floor who could also play a role in this. According to Laurent this was one of the examples showing how Nicolas evolved from a timid tester to someone who shows leadership. | | | | | |  | |
|  | Basic Company Attitudes | | Nicolas has gained a lot in confidence this year thanks to leaving his comfort zone. | | | | | |  | |
| **SECTION 5: OVERALL PERFORMANCE RATING** | | | | | | | | | |
|  | | 1 | | 2 | 3 | 4 | 5 |  | |
|  | | Exceptional | | High Performance | On Target | Minimum Acceptable | Performance Issue |  | |

Nicolas’s scrum master was exceptionally happy with his performance. He requested the highest score for Nicolas. He would regret that he would leave next year (even though he supports him in this choice and in his growth). PS : I consider the difficulty to be between 3 and 2, and the performance between 1 and 2. That’s why I rounded one ‘up’ and one ‘down’. Overall Nicolas did a great job at BNPPF this year.

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| **SECTION 6: DEVELOPMENT AREAS** | | | | | | | | | | |
| *To be jointly completed by the manager1 and the individual. This section contains the competencies to be developed, which if addressed, would produce an increase in performance by the individual* | | | | | | | | | | |
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|  | Competency Area | Personal Development Areas | | | | | | | |  | |
|  | People Orientation | Nicolas can still be a bit timid from time to time. He has grown a lot in this. But networking skills can still be improved further. To take more quickly the initiative to contact people he doesn’t know for example. For his own growth on one hand and to solve impediments at work on the other hand. | | | | | | | |  | |
|  | Knowledge  &  Experience |  | | | | | | | |  | |
|  | Delivery | Just a practical tip: when taking meeting minutes it would be better to try out different methods which could allow you to gain time in processing them afterwards (instead of going from “very draft” to “translated draft” to “official version”. | | | | | | | |  | |
|  | External Orientation | Don’t be afraid to not be 100% correct. It will allow you to bring messages in a more confident way. | | | | | | | |  | |
|  | Basic Company Attitudes |  | | | | | | | |  | |
| Individual’s Signature : | | | |  | | Date : |  | |  | |
| Manager1’s Signature : | | | |  | | Date : |  | |  | |
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P.S. Preferably, this form should be filled in electronically.

1. Manager = the one person **from CAPGEMINI** the individual isreporting to and/or who is responsible for the individual at the assignment. This can be a senior colleague at the assignment, the teamleader, projectmanager,.. If these are not from Capgemini, it should be the account director, sales executive or service line manager depending who is the closest at the assignment. [↑](#footnote-ref-1)