|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Professional Development Review | | | | |
| Co-worker | Position | Seniority date | Co-worker satisfaction | Résultat de recherche d'images pour "smiley green red"Résultat de recherche d'images pour "smiley green red"Résultat de recherche d'images pour "smiley green red" |
| *F*irst Name / Last Name |  |  |

# Assessment of the period gone

|  |  |  |
| --- | --- | --- |
| Since the last interview | | |
| Highlights |  | |
| Achievements and difficulties |  | |
| Background of the interview | Standar, Every two years | Recovery |

# Current

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Evolutions since the last interview | | | Actual realisation |  |
|  | yes | no |
| New activities realised |  |  | Skills |  |
| New skills |  |  |
| Training |  |  | Points of interest |  |
| Diploma |  |  |
| Change of position |  |  | Observations | |
| Augmentation |  |  |  | |

# Professional development

|  |  |  |  |
| --- | --- | --- | --- |
| Short term wishes (< 2 years) | Long term wishes (> 2 ans) | | Qualities |
|  |  | |  |
| Development opportunities | |  | |
| Skils to be acquired | |  | |

# Action plan

|  |  |  |
| --- | --- | --- |
| Actions | What, when, for who,.. ? | Deadline |
| Realisation of new activities |  | < 1 year |
| Change of position |  | 1 to 2 years |
| Trainings |  | 1 to 2 years |
| Other |  | < 1 year |

# Conclusions

|  |  |
| --- | --- |
| Manager’s comment | Co-worker’s comment |
| Date / Signature | Date / Signature |