



Introduction.

This 360° feedback report has been designed to give you some specific and structured feedback on your current performance against a detailed leadership competency profile. It gives you a benchmark of how others perceive you and compares that to how you see your own performance.

By making this comparison you can start to identify key areas for development and you will be provided with a development planning document along with this report.

The ratings and comments provided in this report, were given in good faith and with the purpose of helping your self development. Even if you disagree with low ratings or negative comments, you should recognise that it is their perception and work to change it.

A Protostar consultant should be meeting you to go through this report however in any event, if you have questions relating to the report, please email info@protostar-uk.com

Now, start reading the feedback and remember that this is the start of a journey to becoming an even more effective leader.

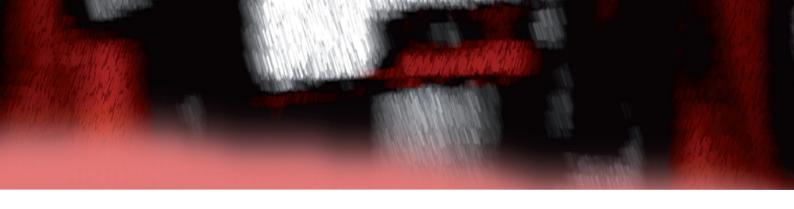




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360° review prepared for **Snow White**

Feedback from the people who work with you

August 2009

- > Doc
- > Sneezy
- > Dopey
- > Grumpy
- > Happy
- > Bashful
- > Sleepy
- > Prince Charming

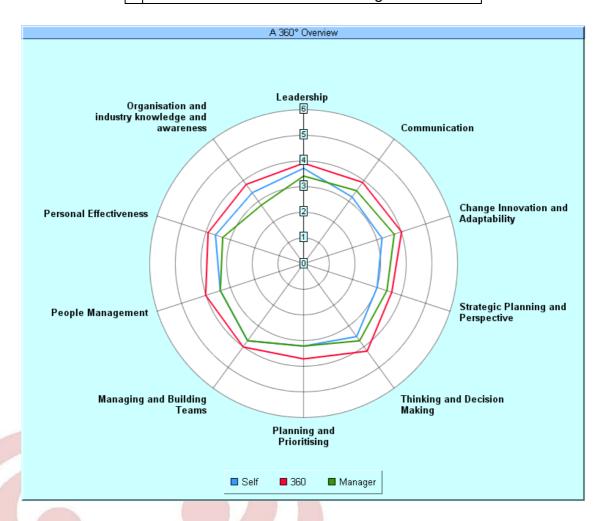


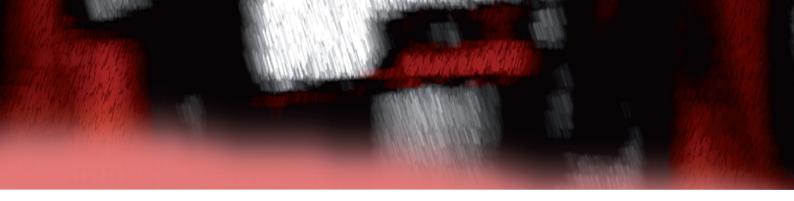


A 360° Overview

The following radar plot shows the opinions of yourself, your manager and the 360° average of all participants (including your manager, but not yourself). This aims to provide a visual 360° reference of the contrasting views of your performance against the agreed competencies.

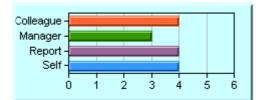
6 Consistently does this extremely well
5 Consistently does this very well
4 Consistently does this well
3 Consistently does this satisfactorily
2 Requires some development in this area
1 Requires significant development in this area
0 N/A or I have not observed enough to comment



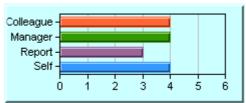


Leadership

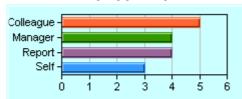
Demonstrates a strong orientation towards achievement and success in self and others



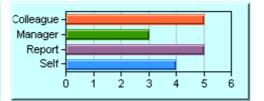
Takes charge to lead and direct the efforts of others



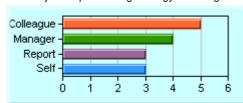
Is resilient in pursuing business goals even when the going gets tough



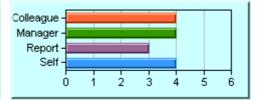
Inspires enthusiasm and energy in others to follow a given direction



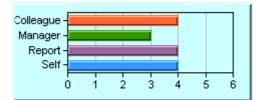
Projects a positive high energy self image



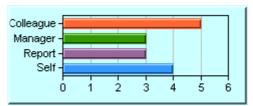
Demonstrates the organisation's values



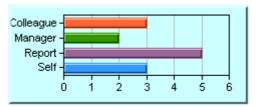
Ensures all team members know what's expected of them



Provides clear direction to the team



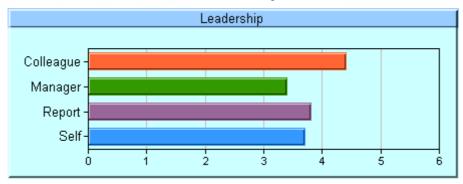
Is assertive







Leadership



In the box below, please describe what you believe (using observed examples) the individual does well in this area

Goal orientated

Encourages and inspires confidence in team

Good physical presence, and presents generally positive image with strong orientation towards individual and collective success

Leads well from the front

Snow is one of the best leaders in our business and I think a great example of how to delegate, starting with picking a high calibre team that you can delegate to.

Good around leadership approach / style and skills. good delegation and succession management enabling others to aspire to greater positions.

Is good at setting goals and giving direction.

Has a burning desire to succeed and pursues goals that often appear a lost cause.

Snow clearly demonstrates his focus on delivering company business goals

In the box below, please describe what you believe the individual could do differently, in order to improve their performance in this area. Use examples to help guide their development

Take more time to bring others with me

Get closer to operations and provide clearer direction

Better control of consistency of decision making when the "going gets tough" concerted pressure can impact on effectiveness.

Consult more fully

He could improve his ability to take charge - when the situation demands it - he can have a tendency to reflect for slightly too long, or withdraw from the situation if he feels that he is likely to face opposition.

Could provide greater enthusiasm.

Does not delegate enough. Sometimes in setting targets and goals can demoralise rather than enthuse

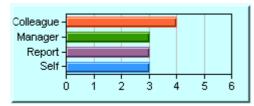
In my opinion the department could be structured in a different way which would make more efficient use of time. Too many of the staff dabble in several areas which leads to inefficient working

Snow projects herself well particularly if he is client facing. She can appear intimidating when you first meet her on a one to one basis.

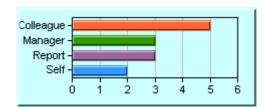


Communication

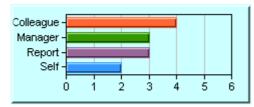
Communicates confidently and effectively to a wide variety of audiences



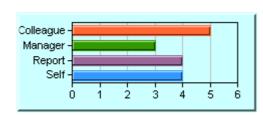
Provides an accurate and timely flow of information



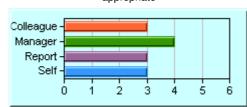
Produces written documents that are clear, concise and easy to follow



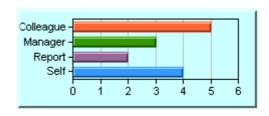
Encourages input, feedback and regular communication



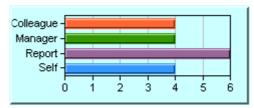
Uses verbal communication rather than electronic, when appropriate



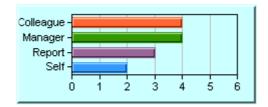
Clearly expresses thoughts and ideas in a logical manner



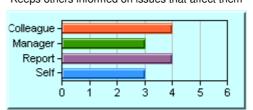
Listens effectively to others' ideas and point of view, without interrupting



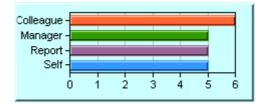
Develops clear, professional and credible presentations



Keeps others informed on issues that affect them

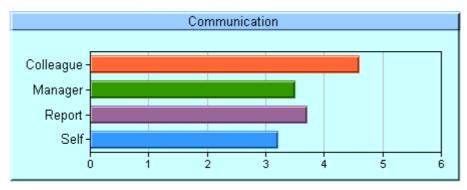


Gets the point across and ensures mutual understanding





Communication



In the box below, please describe what you believe (using observed examples) the individual does well in this area

Reasoned and articulate

Good confident verbal communications

Excellent and balanced listener, will provide platform for others to express their views. Listens and then presents well on analysis

Snow is an effective and thoughtful listener, with a gift for asking a slightly lateral question that will really test the quality of the proposition that is being made. He is also an accomplished presenter. He plans and targets his messages.

Communication is effective to a number of audiences. Does manage to provide impact.

Presentational skills have improved and are now maintain the listners interest Has a very good presentation style to clients.

Is a very good listener to others but this can be a negative (see below)

Snow is very good at giving polished and credible presentations. A good example was our recent divisional conference

In the box below, please describe what you believe the individual could do differently, in order to improve their performance in this area. Use examples to help guide their development

Listen better and demonstrate greater empathy

More emphasis on content / back up to ideas

Improve on consistency of presentation style.

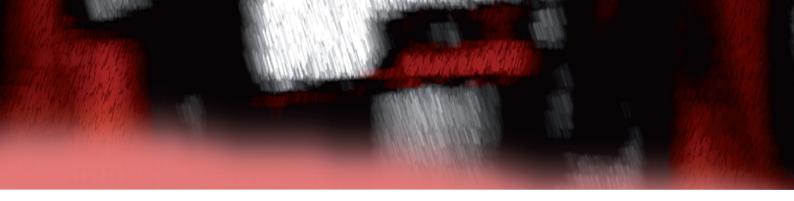
More consultation

Snows tendency to withdraw at times can interfere with the flow of information on progress, issues to resolve etc.

Others may find reasoning articulation difficult to follow. Consider simplification at times. I have learnt to ensure that Snow is specific in his requirements otherwise you find that what you provide does not meet what he thought he asked for. ie he needs to ensure he has properly thought through the deliverables he is asking for

Listens to staff but does not then take the lead and say "this is where we are going". Placates too many people

Snow is less clear at expressing his wishes on an informal level. There have been occasions where there have been misunderstandings about precise details of requirements. Snow puts up barriers to informal and spontaneous communication.

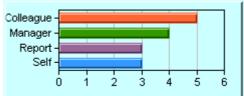


Change Innovation and Adaptability

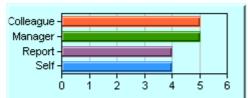
Demonstrates flexibility in a fast changing environment



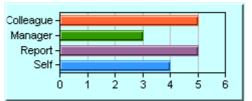
Encourages innovation and creativity in others



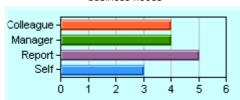
Considers new, untested and innovative ways to improve current activities



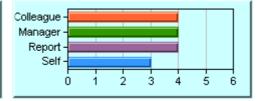
Is willing to take calculated and managed risks, within organisational guidelines



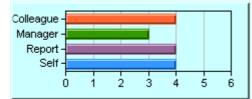
Manages change priorities in accordance with business needs



Responds in a professional and positive manner to a constantly changing environment



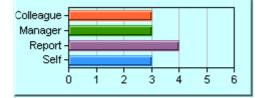
Champions and drives the change initiatives of others, as if was their own initiative



Analyses and produces plans for complex changes



Varies support and communication to individuals based on their comfort with change

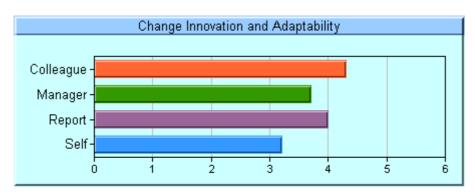


Takes the initiative to seek out and understand the impact of the change on all key players and proactively addresses concerns





Change Innovation and Adaptability



In the box below, please describe what you believe (using observed examples) the individual does well in this area

is excited by opportunity of change

Shows very strong commitment to change / innovation

Very strong encourager of innovation in others, sees real value in alternative solution Very focused to try something better and more competitive and bring people along Snow is very active at seeking creativity in others.

Has a professional approach to change and challenges others to look at problems / tasks differently

Does not often appear 'phased' by changing situation

I have struggled with this set of questions. Wonderland has too many restrictions within their business to allow creativity or risk.

I believe Snow would be a risk taker and more creative in a different environment Snow has a creative mind and appreciates creativity in others and is encouraging

In the box below, please describe what you believe the individual could do differently, in order to improve their performance in this area. Use examples to help guide their development

be more receptive of impact on others

Needs to give more direction / input to team, and back ideas with action

Look at consistency providing clarity of direction during periods of change/pressure. Sell the ideas fully

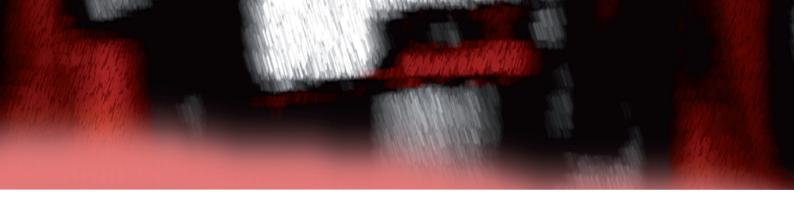
He could improve his enthusiasm for trying out new ways of doing things. He needs to be more comfortable with the possibility of failure.

Could ensure all changes / innovations are driven through to completion. Take more cognisance of ideas from different industries.

Is sometimes so risk adverse that will not consider the option

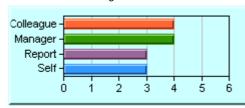
See guestion 8

Snow does not always respond positively when in an unprepared or informal situation

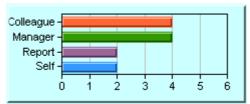


Strategic Planning and Perspective

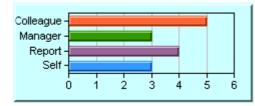
Understands the current and future direction of the Translates organisational goals and objectives into organisation



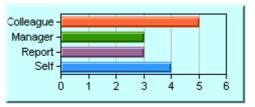
workable and tangible operational plans



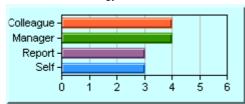
Communicates the role that their 'team' plays in facilitating and achieving the organisation's objectives



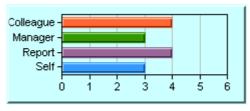
Takes the longer term organisational requirements into account when making business decisions



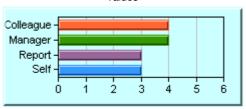
Takes responsibility and ownership for turning strategy into actions



Understands how the political, economic, sociological and technological environment affects the organisation's objectives



Understands the organisation's mission/vision and values





Strategic Planning and Perspective



In the box below, please describe what you believe (using observed examples) the individual does well in this area

Clear strategic mind

Very good understanding of the bigger picture for the business and the strategic decisions it faces

Very strong team ethic, makes concerted attempt (mostly successful) to ensure formation of strong and effective teams

Strong at company level little experience of role at Division

Snow is a great champion for his team within the business and takes every opportunity to explain how well they have done to achieve goals in very adverse circumstances.

Has a good understanding of the company's vision and strategy. His views are valued in strategic debates.

Delegating responsibility to the team for developing the divisional business planning As in the question above very tied by HEA policy but the team know the objectives of the division and the company. Tries hard to be a global player and not a silo operator Snow has a a very clear understanding of the business needs

In the box below, please describe what you believe the individual could do differently, in order to improve their performance in this area. Use examples to help guide their development

Don't lose sight of the implementation

Implementation of ideas needs to be more evident

Make conscious effort to ensure wider business alignment when making significant decision

Participate in widest debate

Snow needs to broaden his perspective beyond the confines of his own Division and their customers.

Although happy to take responsibility for improvements a tendency for them not to be driven to completion.

Try to be less "clever" with objectives and goals and be more specific

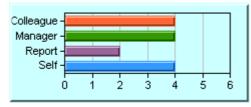
See question 11 - difficult within HEA to make strategic decisions as the company is so process driven within a narrow band of opportunities

Improved communication with his subordinate team on business and strategic issues

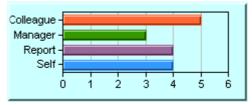


Thinking and Decision Making

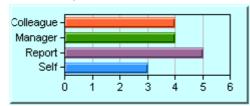
Demonstrates a structured and objective approach towards decision making



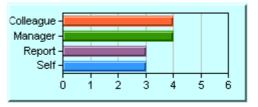
Solves problems by taking a broad view of the situation, stepping back from the detail in order to assess the wider impact



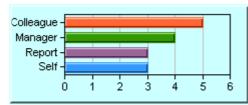
Collects the input from others - valuing their ideas, opinions and contributions



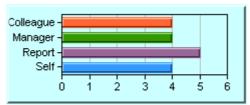
Makes sound and timely decisions, based on consideration of risks, alternatives and practical implications



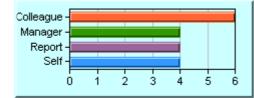
Tackles problems and issues in a timely fashion and without hesitation



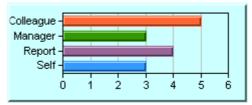
Analyses and manipulates numerical data



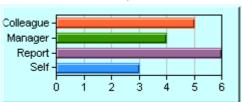
Demonstrates clarity of thought and does not appear vague, confused or conflicted



Understands new information quickly

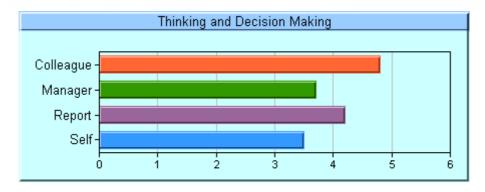


Doesn't get immersed in the detail and focuses on what's important





Thinking and Decision Making



In the box below, please describe what you believe (using observed examples) the individual does well in this area

When a decision is made am forceful in making it work

Quick thinking and creative

Good thinker, prior to making decisions, both in conventional and lateral manner, good ideas man

Appears to be thoughtful and precise

Snow White is one of our more lateral thinkers and will usually challenge a proposition from a perspective that has not been raised by a colleague, but is valid nonetheless.

Has the ability to think strategically after analysing information and presenting in a understood fashion.

Collecting information from others prior to final decision

Ultimately the decisions taken are good. Does not take a "flyer" but considers all options

Snow makes timely decisions based on sound thinking

In the box below, please describe what you believe the individual could do differently, in order to improve their performance in this area. Use examples to help guide their development

Don't take too long to make the decision

Need to take account of views of all stakeholders, especially where they conflict with own opinion

Try to consistently recognise the time dimension associated with decision making, can be procrastinate

Limited interface here

His decision-making and risk assessment is often on the cautious side and this can sometimes be compounded by the deferral of a decision that does not benefit from the delay.

Ensure problems are dealt with in a speedier manner.

Stay out of the detail so as to take a wider view

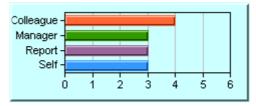


Planning and Prioritising

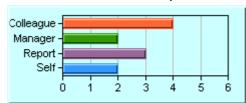
Produces clear plans that mirror business objectives



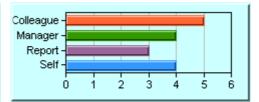
Effectively plans both day-to-day work and ad-hoc projects of self and others



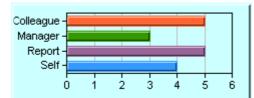
Manages own time, ensuring priorities are set and dealt with effectively



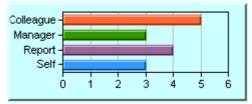
Prioritises and monitors own work schedules and that of team members, demonstrating flexibility as new issues arise



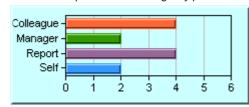
Demonstrates focus on the objectives and end results



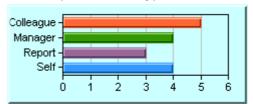
Monitors progress, managing any issues before they reach a critical stage



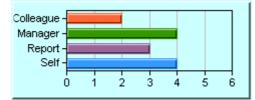
Develops effective contingency plans



Involves all relevant individuals when producing plans and deciding priorities



Demonstrates and encourages appropriate work life balance

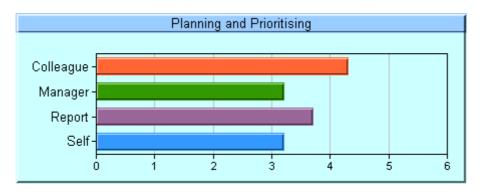


Prioritises tasks based on their importance to the organisation and their urgency





Planning and Prioritising



In the box below, please describe what you believe (using observed examples) the individual does well in this area

Structured approach

Good at dealing with priorities

Solid planner, thinks clearly before setting course of action in train

Again appears to be very logical and focused but limited experience

Snow is an effective manager of his own time and often, the time of others.

Effective planning and organisation

Providing pre meeting objectives and requirements he wishes to achieve at meeting

Good at business planning and appears to have a real interest in it

Works well at keeping the general flow of work going

In the box below, please describe what you believe the individual could do differently, in order to improve their performance in this area. Use examples to help guide their development

Keep concentrating on what is important

Nothing specific

Look closer at progress, Management at critical stages.

Meets all deadlines

He sometimes has too close a focus on the opportunities that fit his Division but not the risk profile that the business is willing to accept.

Could monitor progress more closely

Does not always recognise that others have their own time schedules and may not always be able to fit in with his last minute requirements

Tries to do too much and diary becomes over-filled. partly due to the division not being set up as well as it could.

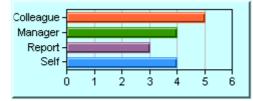
Suspect that not enough time left for strategic thinking

Could focus more on a longer term view of the development of the division

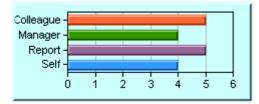


Managing and Building Teams

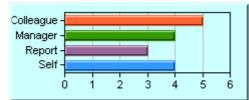
Actively helps to build relations between team members



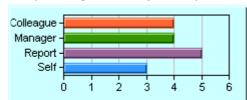
Demonstrates awareness of the different cultural needs of team members, displaying sensitivity when dealing with issues that may be culturally sensitive



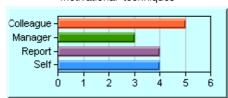
Gives appropriate levels of autonomy to allow individuals to exercise their own judgment



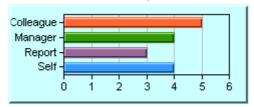
Ensures all team members know how they are performing and how they could improve



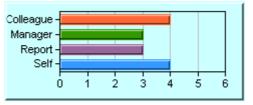
Actively motivates the team using a variety of motivational techniques



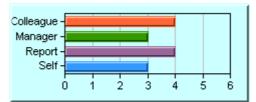
Identifies suitable individuals for tasks by analysing their capabilities and potential then delegates effectively



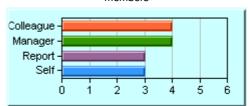
Effectively manages and develops teams across multiple locations



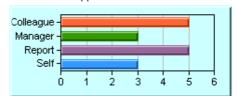
Develops the skills and qualities of team members in order to maximise team and/or project success



Uses an effective method of recruiting new team members

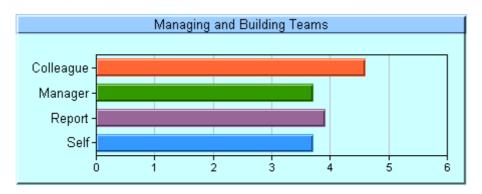


Ensures new team members receive adequate support and induction





Managing and Building Teams



In the box below, please describe what you believe (using observed examples) the individual does well in this area

Loyal

Encouraging team building through autonomy and ownership of results Generally good with people, both peers and teams, displays empathy Effective delegation and empowerment

Snow sets very high standards of performance and maintains a single-minded approach when selecting teams - only the very best will do. However, this can generate imbalance when adding people that he does not know, see below. Very good teamwork skills and attributes. High levels of trust and delegation enables team to grow.

Delegating responsibility and allowing others to get on with there job Very sensitive to individuals. This could also be considered a fault. keen that staff that perform well or have special talents are fast tracked Snow is an able delegator

In the box below, please describe what you believe the individual could do differently, in order to improve their performance in this area. Use examples to help guide their development

Be more empathetic

Better connection with team at all levels

Need to more robustly examine level of reliance on a small number of senior players in his team.

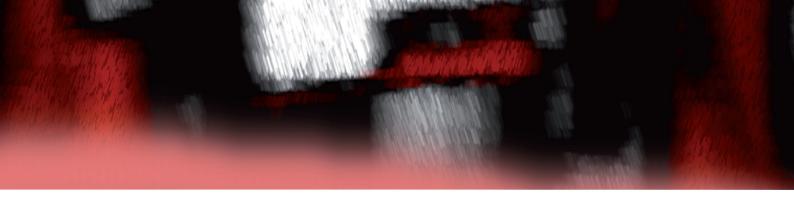
No comment

Snow needs to accept that when selecting new people to join his team he will not be able to get evidence of a 100% fit and that some people may require the opportunity to develop their potential by doing the job.

Consider regular feedback to these teams on performance.

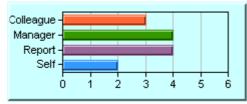
Having delegated then getting into the detail rather than standing back and just taking the wider view

Could reorganise the department to better suit some of the staff strengths Snow is not good at building informal relationships with team members

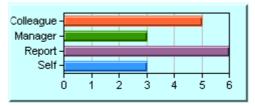


People Management

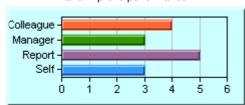
Actively manages performance by conducting regular performance reviews



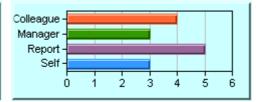
Praises, recognises and values individuals' contributions and effort



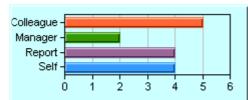
Coaches others to develop to their full potential and improve performance



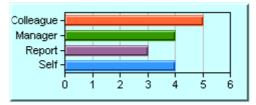
Deals with 'difficult' individuals and performance problems in a direct and honest manner as they arise



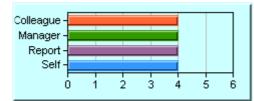
Adapts personal style to meet the needs of the individual and the situation



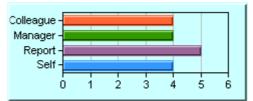
Treats people fairly without undue favouritism



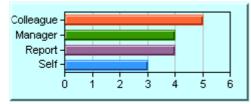
Creates an environment where people feel engaged and secure



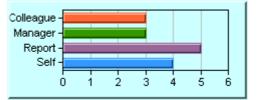
Ensures that all team members have comprehensive development plans that reflect the needs of the individual and organisation



Takes and active interest in the needs and career aspirations of individuals

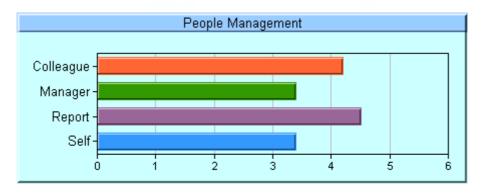


Provides constructive feedback in a timely and effective manner





People Management



In the box below, please describe what you believe (using observed examples) the individual does well in this area

Recognise absolute importance of people

Gives good recognition and encouragement of key individuals

Is innately fair in his dealings with people

Respected leader for personal approach and expertise

Snow identifies well with high performers and talented individuals and will provide great feedback, recognition and support for their development, both professionally and personally.

Snow sets good stretching targets for his teams. He also demonstrates good recognition of high performance.

Deals with difficult situations quickly without letting them develop into bigger problems

very strong on People management.

Snow is good at managing performance from a measurement point of view

In the box below, please describe what you believe the individual could do differently, in order to improve their performance in this area. Use examples to help guide their development

Ensure importance is consistently reflected in actions

Be more consistent in management development of all members of the team Look at management of people when difficult situations arise, has tendency to want to be "fair" to all can impede on decision making

Develop style further

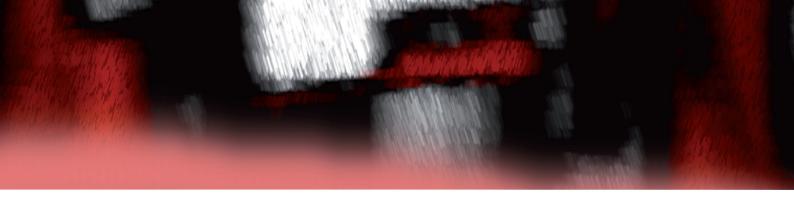
Once judgment has been made on individuals it is difficult for Snow to change his view. This is not a frequent issue but can result in her not seeing the strengths in people.

Could deal with difficult individuals in a faster manner.

Try to be more inspirational than dogged

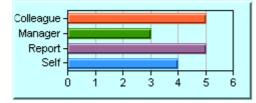
No comments that would be of help

Snow is not good at giving praise and often only comments by saying that something could have been so much better.

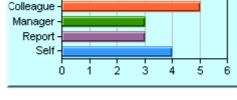


Personal Effectiveness

Maintains a positive attitude, controlling own feelings of stress and anxiety when under pressure to ensure that others are not adversely affected



Considers ethical issues when setting objectives and agreeing to actions

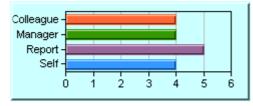


Demonstrates integrity, fairness and consistency,

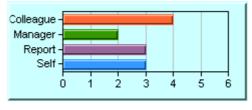
maintaining confidentiality and honesty in dealing

with internal and external customers

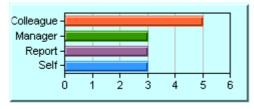
Is open and honest and adheres to policies such as; expenses, purchasing, business gifts and others with potential personal gain



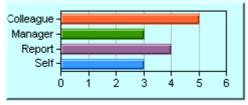
Actively seeks feedback on management style and proactively works to improve, based on feedback given



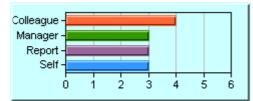
Learns from previous experiences of self and others



Recognises and manages emotions and emotional situations in a sensitive and appropriate manner

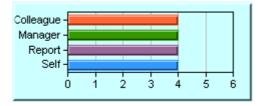


Overcomes hurdles, issues and barriers



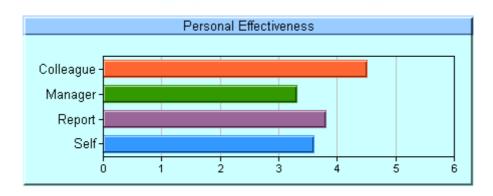
Colleague - Manager - Report - Self - 0 1 2 3 4 5 6

Acts decisively





Personal Effectiveness



In the box below, please describe what you believe (using observed examples) the individual does well in this area

Always seeking a better way

Good control and determination in dealing with big challenges

Deals effectively with external customers, able to form and maintain meaningful long relationships.

Always appears logical and fair

Snow has a quiet, calm passion for his part of the business, but lets this shine through at appropriate moments, to great effect. He is also emotionally aware and shows great integrity in addressing these situations.

Good a noticing others emotions and adapting style accordingly.

Maintains an even temperament and always appears fair and honest

Very strong area. Must come under considerable stress at times but it never shows. An area of management that have great respect for

Outwardly in situations where Snow has prepared he is positive

In the box below, please describe what you believe the individual could do differently, in order to improve their performance in this area. Use examples to help guide their development

Be more prepared to try and fail

Nothing specific

Whilst generally positive, periods of prolonged difficulty/stress can impact on behaviour

Feedback not requested frequently

He needs to recognise that people can develop and improve with time, some old dogs can and do learn new tricks. Snow is capable of being the trainer in this regard if he chooses.

I'm not sure whether Snow seeks feedback on his style or not.

Could show more passion

Does consult with others but no real experience of this changing Snow.

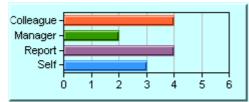
However, very strong area so little to change

In situations where spontaneity comes into play Snow can be pessimistic

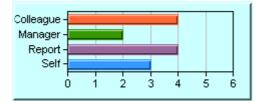


Organisation and "Industry" knowledge and awareness

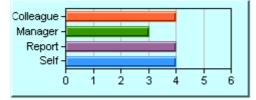
Understands and skillfully navigates the politics of organisational life



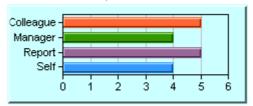
Networks with key players in order to build strong relationships with both internal and external 'customers'



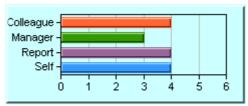
Understands relevant financial information and manages budgets and resources with the organisation's guidelines



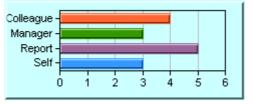
Understands the processes and procedures to a sufficient level of detail to successfully manage and plan activities



Spends time and energy keeping up to date with market data and trends that affect the overall business

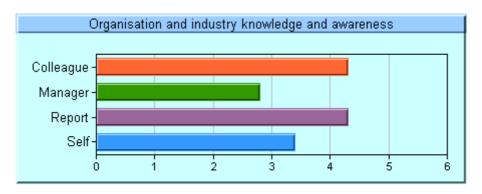


Understands and adheres to any relevant industry regulation, financial/quality standard or law





Organisation and industry knowledge and awareness



In the box below, please describe what you believe (using observed examples) the individual does well in this area

Keeps abreast

Networking with and promoting company to clients and stakeholders Good networker, has made significant penetration within relevant business circles.

Comfortably in control

Snow is the class act in terms of managing the formal and informal structures within our organisation

Understands business structures and politics and has wide network.

Appears to have a good knowledge of the key players important to the divisions business

Works within the structure of the HEA procedures and policies. Good commercial knowledge

Snow has a very deep knowledge of the business and the team members

In the box below, please describe what you believe the individual could do differently, in order to improve their performance in this area. Use examples to help guide their development

Develop networking skills

Nothing specific

Needs to work on political skills, not always effective within the internal arena.

Time management

He could raise his profile within the infrastructure sector - this has already started but needs to be maintained.

Could become more of an industry spokesman for relevant income streams.

Do even more of maintaining contacts with the key players when looking for work rather than only when solving existing problems

Nothing to add



And finally....What one suggestion would you give that would significantly improve the individual's performance over the next 12 months?

Build the necessary internal relationships to allow a proactive approach to the role.

To have developed in the role and have a lot more exposure to various aspects of the business which will enable more constructive and proactive actions

The only area for improvement I can suggest is that Snow always considers the bigger picture (in terms of teams) when planning work and ensures adequate notice is given.

Communicate better and follow-up on tasks both internally and externally

To focus on developing teams, the individuals within those teams, and the processes they support.

I would like to see Snow looking after own team or even in the project side of the business. Snow is very much a people person with exceptional ideas.

Build delivery knowledge and develop networks

Involve others in strategy, not just the operations.





Gap Analysis

The following table shows the greatest variance between your perception and those of your colleagues and peers. Figures in red indicate that you have rated yourself higher than your colleagues/peers/manager on a particular competence, and those in blue indicate that you have rated yourself lower than your colleagues/peer/manager.

Competence	Element	Gap Analysis
Planning and Prioritising	Demonstrates and encourages appropriate work life balance	16.67 %
Thinking and Decision Making	Demonstrates a structured and objective approach towards decision making	11.12 %
Communication	Clearly expresses thoughts and ideas in a logical manner	11.12 %
Managing and Building Teams	Effectively manages and develops teams across multiple locations	11.12 %
Leadership	Demonstrates the organisations values	5.56 %
Leadership	Provides clear direction to the team	5.56 %

Competence	Element	Gap Analysis
Thinking and Decision Making	Doesn't get immersed in the detail and focuses on what's important	33.33 %
People Management	Praises, recognises and values individuals' contributions and effort	27.77 %
Communication	Develops clear, professional and credible presentations	27.77 %
People Management	Actively manages performance by conducting regular performance reviews	27.77 %
Communication	Provides an accurate and timely flow of information	27.77 %
Change Innovation and Adaptability	Analyses and produces plans for complex changes	27.77 %



Strengths and Weaknesses

Most Suc	Most Successful Traits				
Rank	Competence	Trait	Score		
1	Communication	Gets the point across and ensures mutual understanding	5.25		
2	Communication	Listens effectively to others' ideas and point of view, without interrupting	4.50		
3	Managing and Building Teams	Demonstrates awareness of the different cultural needs of team members, displaying sensitivity when dealing with issues that may be culturally sensitive	4.50		
4	Organisation and "Industry" knowledge	Understands the processes and procedures to a sufficient level of detail to successfully manage and plan activities	4.50		
5	Thinking and Decision Making	Analyses and manipulates numerical data	4.50		
6	Change Innovation and Adaptability	Considers new, untested and innovative ways to improve current activities	4.50		
7	Thinking and Decision Making	Doesn't get immersed in the detail and focuses on what's important	4.50		
8	Personal Effectiveness	Maintains a positive attitude, controlling own feelings of stress and anxiety when under pressure to ensure that others are not adversely affected	4.25		
9	Change Innovation and Adaptability	Is willing to take calculated and managed risks, within organisational guidelines	4.25		
10	People Management	Creates an environment where people feel engaged and secure	4.25		

Least Successful Traits			
Rank	Competence	Trait	Score
1	Planning and Prioritising	Manages own time, ensuring priorities are set and dealt with effectively	2.75
2	Strategic Planning and Perspective	Translates organisational goals and objectives into workable and tangible operational plans	3.00
3	Communication	Produces written documents that are clear, concise and easy to follow	3.00
4	Personal Effectiveness	Is open and honest and adheres to policies such as; expenses, purchasing, business gifts and others	3.00
5	Planning and Prioritising	Develops effective contingency plans	3.00
6	Strategic Planning and Perspective	Understands how the political, economic, sociological and technological environment affects the organisation's objectives	3.25
7	Change Innovation and Adaptability	Varies support and communication to individuals based on their comfort with change	3.25
8	Personal Effectiveness	Actively seeks feedback on management style and proactively works to improve, based on feedback given	3.25
9	Organisation and "Industry" knowledge	Understands the processes and procedures to a sufficient level of detail to successfully manage and plan activities	3.25
10	Communication	Uses verbal communication rather than electronic, when appropriate	3.25





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