



**Part II.**

➤ The specific skills and abilities employee brings to this job are:

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➤ The ways employee believes he/she can use those skills and abilities right away are:

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➤ The skills and abilities employee will need to work on during the next year are:

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➤ Employee's ideas to develop these skills and abilities are:

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➤ The assignments/projects employee is most excited about beginning are:

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➤ The assignments/projects employee is least excited about beginning are:

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➤ Employee's reasons for feeling this way include:

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➤ Additional things employee shared with me:

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➤ Additional things employee asked me:

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