

# Welcome to the New Leader's Assessment Package

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## Instructions

Please read and follow instructions carefully.

If you do not have experience related to a particular item, simply skip the item or mark "No Basis to Judge" where applicable.

When responding to this survey, consider all of your experiences while working in your current organization.

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## Definitions

Several items refer to managers, supervisors, team leaders, or customers. Use the following definitions when answering items referring to these terms.

- Managers:** All levels of management above first-line supervisor.
- Supervisors:** First-line supervisors; typically those who are responsible for employees' performance appraisals and approval of their leave.
- Team Leaders:** Not official supervisors; those who provide employees with day-to-day guidance in conducting work projects, but do not have supervisory responsibilities or conduct performance appraisals.
- Customers:** Anyone who uses or receives the products or services that your organization provides; may include individuals **within** your organization and individuals **outside** your organization.
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## Web Navigation Instructions

To navigate through the survey, use the buttons located at the bottom of each survey page:

- **Previous** takes you to the previous page in the survey.
- **Next** takes you to the next page in the survey.
- **1 | 2 | 3 . . . Last** takes you to that page of the survey.
- **Save** saves your responses to the survey on the system so you can continue at a later time. You will be asked to create a new username and password to regain access to your survey.
- **Quit** allows you to quit the survey.

On the last page of the survey, click the **Send/Submit** button to submit your responses. Once you submit your responses, you will not be able to access your survey again for any reason.

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## Privacy Advisory

In accordance with Public Law 93-579 (Privacy Act of 1974) the providing of personal information is completely voluntary. Collection of this information is authorized by Section 116 of Title 5, US Code.

- Your responses to this survey are voluntary and there is no penalty if you choose not to respond. However, maximum participation is encouraged so that the data will be complete and representative.
- The principal purpose in collecting this information is to gather input from employees about their work experiences. The survey results will be used to identify organizational strengths and challenges and to identify strategies that will help improve the work environment.
- In any public release of survey results, no data will be disclosed that could be used to match your responses with your identity because there will be no individual identifiers associated with the data.

Do not reproduce, store in a retrieval system, or transmit in any form or by any means (including, without limitation, electronic, mechanical, or through the use of photocopying or recording equipment), any part of this survey instrument without written permission from the HR Strategy and Evaluation Section, U.S. Office of Personnel Management. Any such action taken without such permission is unauthorized.

### **Public Burden Statement:**

We estimate this form takes an average of 15 minutes to complete including the time for getting the needed data and reviewing both the instructions and completed form. Send comments regarding our estimate or any other aspect of this form, including suggestions for reducing completion time, to the Office of Personnel Management (OPM), Assessment Services, Matthew Sigafosse (3206-0252), Washington, DC 20415-7900. The OMB Number, 3206-0252, is currently valid. OPM may not collect this information, and you are not required to respond, unless this number is displayed.





19. My agency is successful at accomplishing its mission.
20. Overall, how good a job do you feel is being done by your immediate supervisor?
21. How would you rate the overall quality of work done by your work unit?

**Very Dissatisfied**    **Dissatisfied**    **Neither Satisfied nor Dissatisfied**    **Satisfied**    **Very Satisfied**    **Do Not Know**

22. Considering everything, how satisfied are you with your pay?

23. Considering everything, how satisfied are you with your job?

24. Considering everything, how satisfied are you with your organization?

**Strongly Disagree**    **Disagree**    **Neither Agree nor Disagree**    **Agree**    **Strongly Agree**    **Do Not Know**

25. I recommend my organization as a good place to work

26. Are you considering leaving your organization?

- No
- Yes, to retire
- Yes, to take another job elsewhere in my agency
- Yes, to take another job elsewhere in the Federal Government
- Yes, to take another job outside of the Federal Government
- Yes, other

	<b>Strongly Disagree</b>	<b>Disagree</b>	<b>Neither Agree nor Disagree</b>	<b>Agree</b>	<b>Strongly Agree</b>
27. I really care about the success of my agency.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
28. I will volunteer for work when opportunities arise.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
29. I get excited when I think about what I could accomplish at work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
30. I put in a great deal of effort to make sure the work is done.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
31. I am excited about going to work each morning.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
32. I am enthusiastic about my work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
33. When speaking to others, I speak highly of my organization.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

34. I am proud to work for my agency.

35. I am willing to put in a great deal of effort beyond what is expected to help my agency be successful.

36. Are you a supervisor, manager, or executive?

Yes

No

### Organizational Leadership

Using the two scales below, indicate 1) the importance of each competency as they relate to the success of your organization's mission; and 2) *your* individual level of proficiency related to each competency.

When rating *your* individual level of proficiency, consider the following guidance:

Current Proficiency Level	General Competencies
1 = Not Proficient	<ul style="list-style-type: none"> <li>No experience with or knowledge of the competency.</li> <li>Requires frequent guidance.</li> </ul>
2 = Somewhat Proficient	<ul style="list-style-type: none"> <li>Applies the competency in somewhat difficult situations.</li> <li>Requires occasional guidance.</li> </ul>
3 = Proficient	<ul style="list-style-type: none"> <li>Applies the competency in difficult situations.</li> <li>Requires little guidance.</li> </ul>
4 = Very Proficient	<ul style="list-style-type: none"> <li>Applies the competency in considerably difficult situations.</li> <li>Generally requires no guidance.</li> </ul>
5 = Extremely Proficient	<ul style="list-style-type: none"> <li>Applies the competency in exceptionally difficult situations.</li> <li>Serves as a key resource and advises others.</li> </ul>

**Not**   **Somewh**   **Importa**   **Very**   **Extreme**  
**Importa**   **at**   **nt to**   **Importa**   **ly**  
**nt to**   **Importa**   **Mission**   **nt to**   **Importa**  
**Mission**   **nt to**   **Mission**   **Mission**   **nt to**  
**Mission**   **Mission**   **Mission**   **Mission**   **Mission**

3 Interpersonal Skills - Importance       
7. to Mission

**Not**   **Somewhat Proficient**   **Very**   **Extremely**

	Proficient	Proficient		Proficient	Proficient
38. <b>Interpersonal Skills - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
39. <b>Oral Communication - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
40. <b>Oral Communication - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
41. <b>Integrity/Honesty - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
42. <b>Integrity/Honesty - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
43. <b>Written Communication - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>



44. **Written Communication - Proficiency Level**

**Not Important to Mission**   **Somewhat Important to Mission**   **Important to Mission**   **Very Important to Mission**   **Extremely Important to Mission**

45. **Continual Learning - Importance to Mission**

**Not Proficient**   **Somewhat Proficient**   **Proficient**   **Very Proficient**   **Extremely Proficient**

46. **Continual Learning - Proficiency Level**

**Not Important to Mission**   **Somewhat Important to Mission**   **Important to Mission**   **Very Important to Mission**   **Extremely Important to Mission**

47. **Public Service Motivation - Importance to Mission**

**Not Proficient**   **Somewhat Proficient**   **Proficient**   **Very Proficient**   **Extremely Proficient**

48. **Public Service Motivation - Proficiency Level**

**Not Important to Mission**   **Somewhat Important to Mission**   **Important to Mission**   **Very Important to Mission**   **Extremely Important to Mission**

49. **Creativity and Innovation - Importance to Mission**

	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
50. <b>Creativity and Innovation - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
51. <b>Resilience - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
52. <b>Resilience - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
53. <b>Flexibility - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
54. <b>Flexibility - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
55. <b>Strategic Thinking - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- |                                                         | <b>Not Proficient</b>           | <b>Somewhat Proficient</b>           | <b>Proficient</b>           | <b>Very Proficient</b>           | <b>Extremely Proficient</b>           |
|---------------------------------------------------------|---------------------------------|--------------------------------------|-----------------------------|----------------------------------|---------------------------------------|
| 56. <b>Strategic Thinking - Proficiency Level</b>       | <input type="radio"/>           | <input type="radio"/>                | <input type="radio"/>       | <input type="radio"/>            | <input type="radio"/>                 |
|                                                         | <b>Not Important to Mission</b> | <b>Somewhat Important to Mission</b> | <b>Important to Mission</b> | <b>Very Important to Mission</b> | <b>Extremely Important to Mission</b> |
| 57. <b>Vision - Importance to Mission</b>               | <input type="radio"/>           | <input type="radio"/>                | <input type="radio"/>       | <input type="radio"/>            | <input type="radio"/>                 |
|                                                         | <b>Not Proficient</b>           | <b>Somewhat Proficient</b>           | <b>Proficient</b>           | <b>Very Proficient</b>           | <b>Extremely Proficient</b>           |
| 58. <b>Vision - Proficiency Level</b>                   | <input type="radio"/>           | <input type="radio"/>                | <input type="radio"/>       | <input type="radio"/>            | <input type="radio"/>                 |
|                                                         | <b>Not Important to Mission</b> | <b>Somewhat Important to Mission</b> | <b>Important to Mission</b> | <b>Very Important to Mission</b> | <b>Extremely Important to Mission</b> |
| 59. <b>Conflict Management - Importance to Mission</b>  | <input type="radio"/>           | <input type="radio"/>                | <input type="radio"/>       | <input type="radio"/>            | <input type="radio"/>                 |
|                                                         | <b>Not Proficient</b>           | <b>Somewhat Proficient</b>           | <b>Proficient</b>           | <b>Very Proficient</b>           | <b>Extremely Proficient</b>           |
| 60. <b>Conflict Management - Proficiency Level</b>      | <input type="radio"/>           | <input type="radio"/>                | <input type="radio"/>       | <input type="radio"/>            | <input type="radio"/>                 |
|                                                         | <b>Not Important to Mission</b> | <b>Somewhat Important to Mission</b> | <b>Important to Mission</b> | <b>Very Important to Mission</b> | <b>Extremely Important to Mission</b> |
| 61. <b>Leveraging Diversity - Importance to Mission</b> | <input type="radio"/>           | <input type="radio"/>                | <input type="radio"/>       | <input type="radio"/>            | <input type="radio"/>                 |

	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
62. <b>Leveraging Diversity - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
63. <b>Developing Others - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
64. <b>Developing Others - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
65. <b>Team Building - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
66. <b>Team Building - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
67. <b>Accountability - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

<b>Not</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very</b>	<b>Extremely</b>
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	<b>Proficient</b>	<b>Proficient</b>		<b>Proficient</b>	<b>Proficient</b>
68. <b>Accountability - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
69. <b>Decisiveness - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
70. <b>Decisiveness - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
71. <b>Entrepreneurship - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
72. <b>Entrepreneurship - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
73. <b>Problem Solving - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>

74. **Problem Solving - Proficiency Level**

**Not Important to Mission**   **Somewhat Important to Mission**   **Important to Mission**   **Very Important to Mission**   **Extremely Important to Mission**

75. **Technical Credibility - Importance to Mission**

**Not Proficient**   **Somewhat Proficient**   **Proficient**   **Very Proficient**   **Extremely Proficient**

76. **Technical Credibility - Proficiency Level**

**Not Important to Mission**   **Somewhat Important to Mission**   **Important to Mission**   **Very Important to Mission**   **Extremely Important to Mission**

77. **Financial Management - Importance to Mission**

**Not Proficient**   **Somewhat Proficient**   **Proficient**   **Very Proficient**   **Extremely Proficient**

78. **Financial Management - Proficiency Level**

**Not Important to Mission**   **Somewhat Important to Mission**   **Important to Mission**   **Very Important to Mission**   **Extremely Important to Mission**

79. **Human Capital Management - Importance to Mission**

**Not Proficient**   **Somewhat Proficient**   **Proficient**   **Very Proficient**   **Extremely Proficient**

80. **Human Capital Management - Proficiency Level**

**Not Important to Mission**   **Somewhat Important to Mission**   **Important to Mission**   **Very Important to Mission**   **Extremely Important to Mission**

81. **Technology Management - Importance to Mission**

**Not Proficient**   **Somewhat Proficient**   **Proficient**   **Very Proficient**   **Extremely Proficient**

82. **Technology Management - Proficiency Level**

**Not Important to Mission**   **Somewhat Important to Mission**   **Important to Mission**   **Very Important to Mission**   **Extremely Important to Mission**

83. **Partnering - Importance to Mission**

**Not Proficient**   **Somewhat Proficient**   **Proficient**   **Very Proficient**   **Extremely Proficient**

84. **Partnering - Proficiency Level**

**Not Important to Mission**   **Somewhat Important to Mission**   **Important to Mission**   **Very Important to Mission**   **Extremely Important to Mission**

85. **Political Savvy - Importance to Mission**

	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
86. <b>Political Savvy - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
87. <b>Influencing/Negotiating - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
88. <b>Influencing/Negotiating - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
89. <b>External Awareness - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
90. <b>External Awareness - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	<b>Not Important to Mission</b>	<b>Somewhat Important to Mission</b>	<b>Important to Mission</b>	<b>Very Important to Mission</b>	<b>Extremely Important to Mission</b>
91. <b>Customer Service - Importance to Mission</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



**Not Proficient    Somewhat Proficient    Proficient    Very Proficient    Extremely Proficient**

92. **Customer Service - Proficiency Level**

                      

**Workforce Analysis**

Using the two scales below, for each competency, indicate 1) your individual level of proficiency; and 2) how beneficial training would be for you.

When rating your individual level of proficiency, consider the following guidance:

Current Proficiency Level	General Competencies
1 = Not Proficient	<ul style="list-style-type: none"> <li>No experience with or knowledge of the competency.</li> <li>Requires frequent guidance.</li> </ul>
2 = Somewhat Proficient	<ul style="list-style-type: none"> <li>Applies the competency in somewhat difficult situations.</li> <li>Requires occasional guidance.</li> </ul>
3 = Proficient	<ul style="list-style-type: none"> <li>Applies the competency in difficult situations.</li> <li>Requires little guidance.</li> </ul>
4 = Very Proficient	<ul style="list-style-type: none"> <li>Applies the competency in considerably difficult situations.</li> <li>Generally requires no guidance.</li> </ul>
5 = Extremely Proficient	<ul style="list-style-type: none"> <li>Applies the competency in exceptionally difficult situations.</li> <li>Serves as a key resource and advises others.</li> </ul>

**Not Proficient    Somewhat Proficient    Proficient    Very Proficient    Extremely Proficient**

**Writing - Proficiency Level**

                      

93.

**Not Beneficial to Training    Slightly Beneficial to Training    Moderately Beneficial to Training    Beneficial to Training    Very Beneficial to Training**

**Writing - Benefit of Training**

                      

94.

**Not Proficient    Somewhat Proficient    Proficient    Very Proficient    Extremely Proficient**

- |      |                                                         |                                               |                                                    |                                                  |                                       |                                                |
|------|---------------------------------------------------------|-----------------------------------------------|----------------------------------------------------|--------------------------------------------------|---------------------------------------|------------------------------------------------|
| 95.  | <b>Self-Management -<br/>Proficiency Level</b>          | <input type="radio"/>                         | <input type="radio"/>                              | <input type="radio"/>                            | <input type="radio"/>                 | <input type="radio"/>                          |
|      |                                                         | <b>Not<br/>Beneficial<br/>to<br/>Training</b> | <b>Slightly<br/>Beneficial<br/>to<br/>Training</b> | <b>Moderately<br/>Beneficial to<br/>Training</b> | <b>Beneficial<br/>to<br/>Training</b> | <b>Very<br/>Beneficial<br/>to<br/>Training</b> |
| 96.  | <b>Self-Management -<br/>Benefit of Training</b>        | <input type="radio"/>                         | <input type="radio"/>                              | <input type="radio"/>                            | <input type="radio"/>                 | <input type="radio"/>                          |
|      |                                                         | <b>Not<br/>Proficient</b>                     | <b>Somewhat<br/>Proficient</b>                     | <b>Proficient</b>                                | <b>Very<br/>Proficient</b>            | <b>Extremely<br/>Proficient</b>                |
| 97.  | <b>Interpersonal Skills -<br/>Proficiency Level</b>     | <input type="radio"/>                         | <input type="radio"/>                              | <input type="radio"/>                            | <input type="radio"/>                 | <input type="radio"/>                          |
|      |                                                         | <b>Not<br/>Beneficial<br/>to<br/>Training</b> | <b>Slightly<br/>Beneficial<br/>to<br/>Training</b> | <b>Moderately<br/>Beneficial to<br/>Training</b> | <b>Beneficial<br/>to<br/>Training</b> | <b>Very<br/>Beneficial<br/>to<br/>Training</b> |
| 98.  | <b>Interpersonal Skills -<br/>Benefit of Training</b>   | <input type="radio"/>                         | <input type="radio"/>                              | <input type="radio"/>                            | <input type="radio"/>                 | <input type="radio"/>                          |
|      |                                                         | <b>Not<br/>Proficient</b>                     | <b>Somewhat<br/>Proficient</b>                     | <b>Proficient</b>                                | <b>Very<br/>Proficient</b>            | <b>Extremely<br/>Proficient</b>                |
| 99.  | <b>Oral Communication -<br/>Proficiency Level</b>       | <input type="radio"/>                         | <input type="radio"/>                              | <input type="radio"/>                            | <input type="radio"/>                 | <input type="radio"/>                          |
|      |                                                         | <b>Not<br/>Beneficial<br/>to<br/>Training</b> | <b>Slightly<br/>Beneficial<br/>to<br/>Training</b> | <b>Moderately<br/>Beneficial to<br/>Training</b> | <b>Beneficial<br/>to<br/>Training</b> | <b>Very<br/>Beneficial<br/>to<br/>Training</b> |
| 100. | <b>Oral<br/>Communication -<br/>Benefit of Training</b> | <input type="radio"/>                         | <input type="radio"/>                              | <input type="radio"/>                            | <input type="radio"/>                 | <input type="radio"/>                          |
|      |                                                         | <b>Not<br/>Proficient</b>                     | <b>Somewhat<br/>Proficient</b>                     | <b>Proficient</b>                                | <b>Very<br/>Proficient</b>            | <b>Extremely<br/>Proficient</b>                |
| 101. | <b>Attention to Detail -<br/>Proficiency Level</b>      | <input type="radio"/>                         | <input type="radio"/>                              | <input type="radio"/>                            | <input type="radio"/>                 | <input type="radio"/>                          |
|      |                                                         | <b>Not<br/>Beneficial<br/>to<br/>Training</b> | <b>Slightly<br/>Beneficial<br/>to<br/>Training</b> | <b>Moderately<br/>Beneficial to<br/>Training</b> | <b>Beneficial<br/>to<br/>Training</b> | <b>Very<br/>Beneficial<br/>to<br/>Training</b> |

		<b>to Training</b>	<b>to Training</b>	<b>Training</b>	<b>Training</b>	<b>to Training</b>
102.	<b>Attention to Detail - Benefit of Training</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

		<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
103.	<b>Teamwork - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

		<b>Not Beneficial to Training</b>	<b>Slightly Beneficial to Training</b>	<b>Moderately Beneficial to Training</b>	<b>Beneficial to Training</b>	<b>Very Beneficial to Training</b>
104.	<b>Teamwork - Benefit of Training</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

		<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
105.	<b>Decision Making - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

		<b>Not Beneficial to Training</b>	<b>Slightly Beneficial to Training</b>	<b>Moderately Beneficial to Training</b>	<b>Beneficial to Training</b>	<b>Very Beneficial to Training</b>
106.	<b>Decision Making - Benefit of Training</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

		<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
107.	<b>Customer Service - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

		<b>Not Beneficial to Training</b>	<b>Slightly Beneficial to Training</b>	<b>Moderately Beneficial to Training</b>	<b>Beneficial to Training</b>	<b>Very Beneficial to Training</b>
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108.	<b>Customer Service - Benefit of Training</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
109.	<b>Technical Competence - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<b>Not Beneficial to Training</b>	<b>Slightly Beneficial to Training</b>	<b>Moderately Beneficial to Training</b>	<b>Beneficial to Training</b>	<b>Very Beneficial to Training</b>
110.	<b>Technical Competence - Benefit of Training</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
111.	<b>Planning and Evaluating - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<b>Not Beneficial to Training</b>	<b>Slightly Beneficial to Training</b>	<b>Moderately Beneficial to Training</b>	<b>Beneficial to Training</b>	<b>Very Beneficial to Training</b>
112.	<b>Planning and Evaluating - Benefit of Training</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>	<b>Extremely Proficient</b>
113.	<b>Problem Solving - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
		<b>Not</b>	<b>Slightly</b>	<b>Moderate</b>	<b>Beneficial to</b>	<b>Very</b>

		<b>Beneficial to Training</b>	<b>Beneficial to Training</b>	<b>Very Beneficial to Training</b>	<b>Training</b>	<b>Beneficial to Training</b>
114.	<b>Problem Solving - Benefit of Training</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
			<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>
115.	<b>Resilience - Proficiency Level</b>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
			<b>Not Beneficial to Training</b>	<b>Slightly Beneficial to Training</b>	<b>Moderately Beneficial to Training</b>	<b>Beneficial to Training</b>
116.	<b>Resilience - Benefit of Training</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
			<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>
117.	<b>Developing Others - Proficiency Level</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
			<b>Not Beneficial to Training</b>	<b>Slightly Beneficial to Training</b>	<b>Moderately Beneficial to Training</b>	<b>Beneficial to Training</b>
118.	<b>Developing Others - Benefit of Training</b>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
			<b>Not Proficient</b>	<b>Somewhat Proficient</b>	<b>Proficient</b>	<b>Very Proficient</b>
119.	<b>Accountability - Proficiency Level</b>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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|------|-------------------------------------------------------|-----------------------------------|----------------------------------------|------------------------------------------|-------------------------------|------------------------------------|
| 120. | <b>Accountability - Benefit of Training</b>           | <input type="radio"/>             | <input type="radio"/>                  | <input type="radio"/>                    | <input type="radio"/>         | <input type="radio"/>              |
|      |                                                       | <b>Not Proficient</b>             | <b>Somewhat Proficient</b>             | <b>Proficient</b>                        | <b>Very Proficient</b>        | <b>Extremely Proficient</b>        |
| 121. | <b>Human Capital Management - Proficiency Level</b>   | <input type="radio"/>             | <input type="radio"/>                  | <input type="radio"/>                    | <input type="radio"/>         | <input type="radio"/>              |
|      |                                                       | <b>Not Beneficial to Training</b> | <b>Slightly Beneficial to Training</b> | <b>Moderately Beneficial to Training</b> | <b>Beneficial to Training</b> | <b>Very Beneficial to Training</b> |
| 122. | <b>Human Capital Management - Benefit of Training</b> | <input type="radio"/>             | <input type="radio"/>                  | <input type="radio"/>                    | <input type="radio"/>         | <input type="radio"/>              |
|      |                                                       | <b>Not Proficient</b>             | <b>Somewhat Proficient</b>             | <b>Proficient</b>                        | <b>Very Proficient</b>        | <b>Extremely Proficient</b>        |
| 123. | <b>Technology Management - Proficiency Level</b>      | <input type="radio"/>             | <input type="radio"/>                  | <input type="radio"/>                    | <input type="radio"/>         | <input type="radio"/>              |
|      |                                                       | <b>Not Beneficial to Training</b> | <b>Slightly Beneficial to Training</b> | <b>Moderately Beneficial to Training</b> | <b>Beneficial to Training</b> | <b>Very Beneficial to Training</b> |
| 124. | <b>Technology Management - Benefit of Training</b>    | <input type="radio"/>             | <input type="radio"/>                  | <input type="radio"/>                    | <input type="radio"/>         | <input type="radio"/>              |