



Personal Development Plan

Employee Name

Hire Date

Today's Date

Position

Time in Position

Supervisor

CAREER PLANNING

What are your interests, hobbies, and passions?

What are your strengths (skills and talents)?

What are your career aspirations and long-term career goals?

What position(s) are you targeting?

What are some potential obstacles (competency deficits)?

What do you want to learn?

AREA TO BE DEVELOPED	ACTIONS I WILL TAKE	SUPPORT REQUIRED	SUCCESS CRITERIA	TARGET DATE