**Task 2 – Part C - Training Strategy - Template**

Organisation Objectives: List at least four (4).

Objective 1:

Objective 2:

Objective 3:

Objective 4:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Member Name:**  **Current Role:**  **Goal:** | **Current State relative to Role** | | **Required Competency for Role** | **Actions & Timeline to Close the Gap in Competency** | **How will you Monitor & Measure Success** |
| Strengths | Weaknesses |
| Name: Graham  Role: Purchasing Mgr.  Goal: Remain in a purchasing role & mentor in time management | Manages multiple tasks |  |  |  |  |
| Good admin skills |  |  |  |  |
| Strong Personality |  |  |  |  |
| Good verbal communicator | Poor reading skills |  |  |  |
| Experienced | Frustrated with repetitive work |  |  |  |
| Focussed |  |  |  |  |
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