

## TEMPLATES:

# Employee development plan

Employee name	Current title	Desired title
(Full Name)	Don Hitel	(27 applicable)
Date	Current department	Desired department
HH/DD/YY	[Department name]	(If applicable)

W. Andrewski service	Action plan	
Skills or training needed	Development needs #1     Development needs #2     etc.	
Professional goals	Professional goal #1 Professional goal #2 ptc.	
Company and team goals	Company/team goal #1:     Company/team goal #2:     etc.	
Current strengths	Strength #1 Strength #2 etic.	

### **Sample Staff Development Plan Template**

**Yicheng Fang** 

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