



LAM CONSTRUCTION GROUP

華益 (林氏) 集團

360 DEGREE PERFORMANCE MANAGEMENT - (B grade)

Staff Name :«Staff_Name»

Title :«Title»

Date :

A. Core competencies

	1	2	3	4	5
1. COMMUNICATION					
“Listens actively to others; presents information and own opinions effectively in oral and written forms”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. CONTROL					
“Adheres to budgets / programmes and achieves cost / time savings whenever possible; closely monitors progress and results toward the achievement of targets; rectifies errors promptly”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. CUSTOMER FOCUS					
“Anticipates and satisfies the needs of customers / users inside and / or outside the organisation, projects an image of professionalism and excellence.”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. INTERPERSONAL RELATIONSHIP					
“Develops and maintains effective working relationships with people inside and / or outside the organisation for the achievement of company goals.”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. INTEGRITY					
“Adheres to high standards of honesty and stands behind his / her commitments.”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. JOB KNOWLEDGE AND APPLICATION					
“Demonstrates appreciation and effective application of the fundamental and governing principles, policies, technology, knowledge and / or practices of own job.”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. PROBLEM SOLVING					
“Identifies problems, analyses their causes and nature, proposed solutions for consideration, and implements solutions in a systematic and effective manner.”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. TEAMWORK					
“Maximises the advantages of team effort and motivates all the members to contribute to team goals.”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B. Non-core competencies

	1	2	3	4	5
9. DECISION MAKING					
“Exercises judgement and shows insight in making timely decisions; demonstrates willingness to shoulder the consequences of own judgement and decision.”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. INITIATIVE AND INNOVATIVENESS					
“Anticipates the needs for changes and improvement; explores and implements new ideas and methods to accomplish objectives.”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. TRAINING, DEVELOPMENT AND COACHING OF STAFF					
“Develops and trains staff through proper placement, coaching, counselling , job delegation and career planning.”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. COMMERCIAL AWARENESS					
“To demonstrate the ability to link long range visions and concepts to daily work; to understand strategy and is aware of the impact of strategy and how that affects choices for the effective functioning of the business as a whole.”	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Key : 1 = Unsatisfactory; 2 = Improvement Needed; 3 = Meet Requirements; 4 = Exceeds Requirements; 5 = Exceptional.

------(please cut here and submit both parts to HR Dept)-----

Staff Name : «Staff_Name»

Name of Appraiser :«Name_of_Appraiser»