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| --- | --- |
| **BUSINESS ACUMEN** | **COMMUNICATION** |
| Identified Areas of Development *(include progress timeline)*   1. Click or tap here to enter text. 2. Click or tap here to enter text. 3. Click or tap here to enter text. | Identified Areas of Development *(include progress timeline)*   1. Click or tap here to enter text. 2. Click or tap here to enter text. 3. Click or tap here to enter text. |
| **INTERPERSONAL SKILLS**  **(Managing Up, Down & Across)** | **HR PROCESSES AND POLICIES** |
| Identified Areas of Development *(include progress timeline)*   1. Click or tap here to enter text. 2. Click or tap here to enter text. 3. Click or tap here to enter text. | Identified Areas of Development *(include progress timeline)*   1. Click or tap here to enter text. 2. Click or tap here to enter text. 3. Click or tap here to enter text. |

**Targeted Development in Relation to Established Goals *(Administrative Competencies Template)***

**Date Completed:** Click or tap to enter a date.