

Council for Technical Education and Vocational Training  
**Bheri Technical School**  
Nepalgunj-10, Banke

**HUMAN RESOURCE DEVELOPMENT UNIT**  
**PROFESSIONAL GROWTH PLAN**

The aim of this PROFESSIONAL GROWTH PLAN is to define areas of concern in your work performance and allow you the opportunity to demonstrate improvement and also commitment.

**Staff member's name:** \_\_\_\_\_

**Position held:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Supervisor's name:** \_\_\_\_\_

**Areas of concern in your work performance**

Mention your limitations:

1. ....
2. ....
3. ....
4. ....

**Improvement goals** (related to areas of concern to be improved and addressed)

1.	
2.	
3.	
4.	

**Activities that will help you reach each goal**

Goal #	Plan/ Strategies	Timeline	Indicators or measures of success	Comments
1.				
2.				
3.				
4.				

<b>INITIAL REVIEW (August/Sept.)</b>	<b>FINAL EVALUATION (June/July)</b>
STAFF MEMBER'S SIGNATURE:	STAFF MEMBER'S SIGNATURE:
SUPERVISOR'S SIGNATURE:	SUPERVISOR'S SIGNATURE:
DATE:	DATE: