



# Northern New Mexico College Career Planning Form

Page 1 of 3

## Employee Information

Name	Position Title
Department	# of Employees Managed
Work Location	Primary Customer
email	Telephone #

## Employee Core Competencies

Indicate the Relevant Core Competencies Required to Do the Incumbent's Job and the % of the total:

Core Competencies	Percentage (%)
<input type="radio"/> A. Personnel Management	[ ]
<input type="radio"/> B. Budget Management Experience	[ ]
<input type="radio"/> C. Banner Experience	[ ]
<input type="radio"/> D. Registration Experience	[ ]
<input type="radio"/> E. AQIP Experience	[ ]
<input type="radio"/> F. Recruitment Experience	[ ]
<input type="radio"/> G. Teaching Experience	[ ]
<input type="radio"/> H. Financial Aid Experience	[ ]
<input type="radio"/> I. Other [ ]	[ ]
<input type="radio"/> J. Other [ ]	[ ]
<input type="radio"/> K. Other [ ]	[ ]
<input type="radio"/> L. Other [ ]	[ ]
<input type="radio"/> M. Other [ ]	[ ]
<input type="radio"/> N. Other [ ]	[ ]
<input type="radio"/> O. Other [ ]	[ ]
<b>Total</b>	<b>100%</b>

## Employee Education History

<input type="radio"/> Associate Degree	Major [ ]	Institution [ ]
<input type="radio"/> Bachelor's Degree	Major [ ]	Institution [ ]
<input type="radio"/> Master's Degree	Major [ ]	Institution [ ]
<input type="radio"/> Doctorate Degree	Major [ ]	Institution [ ]
<input type="radio"/> Other Degree	Major [ ]	Institution [ ]



# Northern New Mexico College Career Planning Form

**EMPLOYEE CAREER PLAN**

	Near Term Target Job	Medium Term Target Job	Long Term Target Job
<b>Target Job Title &gt;&gt;&gt;</b>	<input style="width: 95%; height: 30px;" type="text"/>	<input style="width: 95%; height: 30px;" type="text"/>	<input style="width: 95%; height: 30px;" type="text"/>
	<b>Employee's Current Core Competencies Rating Scale: 0 to 100</b> Where 0 = Lacks Competency; 100 = Outstanding Competency		
<b>Target Job Core Competencies</b>			
A <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
B <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
C <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
D <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
E <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
F <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
G <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
H <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
I <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
J <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
K <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
L <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
M <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
N <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
O <input style="width: 95%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>	RATING <input style="width: 100%; height: 30px;" type="text"/>
EDUCATION REQUIREMENT <div style="display: inline-block; vertical-align: top; margin-left: 20px;">             Degree  Major           </div>	<input style="width: 95%; height: 30px;" type="text"/>	<input style="width: 95%; height: 30px;" type="text"/>	<input style="width: 95%; height: 30px;" type="text"/>
	<input style="width: 95%; height: 30px;" type="text"/>	<input style="width: 95%; height: 30px;" type="text"/>	<input style="width: 95%; height: 30px;" type="text"/>



# Northern New Mexico College Career Planning Form

Page 3 of 3

## EMPLOYEE CAREER PLAN (CONTINUED)

	Near Term Target Job	Medium Term Target Job	Long Term Target Job
<b>Target Job Title &gt;&gt;&gt;</b>			
<b>EMPLOYEE DEVELOPMENT PLAN</b>  (Employee plan to develop Target Job Core Competencies)			
<b>EMPLOYEE DEVELOPMENT PLAN</b>  (Employee plan to develop Target Job Educational Requirements)			

## SUPERVISOR'S APPROVAL AND SUBMISSION DATES

Supervisor's Name:

Approval Date

Date