Individual Career Development Plan

Employee:	Manager:	
Position:	Date of CDP Approval:	
Start Date of Current Role:		
Section A: Career Plan		
Self-assessment		
My career goals		
I see myself in five years		
My strengths		
My growth areas		
Current competencies, skills, knowledge and experience		
My limitations		

Short-term career goals (less than five years)		
Area of interest/ Position/ Title	Competencies/ Skills/ Knowledge Needed (areas to be developed)	Success measures
Long-term career goals (over	five years)	
Long-term career goals (over	five years) Competencies/ Skills/ Knowledge Needed (areas to be developed)	Success measures
	Competencies/ Skills/ Knowledge	Success measures
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Section B: Actions
What actions are needed to achieve the goals?
Section C: Evaluation
How often will this plan be revised?