

TALENT PROFILE

Position Title

This is an INTERNAL document and is not posted to the public.

CRITERIA	DELIVERABLES
Purpose of the position/overview:	
Major objectives, and deliverables. What does success look like at 30 days, 3 mos, 6 mos, 9 mos and 12 mos? What does someone have to DO to be successful?	Within the first 30 days: •
	3 months and ongoing: •
	6 months and ongoing: •
	9 months and ongoing: •
	12 months and ongoing: •
What are the most important abilities/functions needed to accomplish?	1.
What are the biggest challenges that they'll face? What would they need to DO to overcome them?	✓
Attributes and behaviors necessary to do a great job?	○
Essential skills & experience required? What are preferred?	•
Culture-fit? What do they have to DO to be a good culture-fit? What values should they have?	

Please note for the entire report: I AM NOT AN ATTORNEY LICENSED TO PRACTICE LAW IN CALIFORNIA AND MAY NOT GIVE LEGAL ADVICE OR ACCEPT FEES FOR LEGAL ADVICE. NONE OF THE ABOVE SHOULD BE CONSTRUED AS LEGAL ADVICE. ALL ADVICE AND GUIDANCE IS INTENDED AS GENERAL BUSINESS AND HUMAN RESOURCES ADVICE, AND MAY NEED TO BE TAILORED TO YOUR SPECIFIC BUSINESS' CONTEXT. IF YOU NEED LEGAL ADVICE, PLEASE CONSULT AN EMPLOYMENT LAW PROFESSIONAL.



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WIIFM (What's in it for me? Why should I be interested if I'm your ideal candidate? What is the opportunity? The sizzle?)	

Nothing in this document creates or is intended to create a promise or representation of continued employment for any applicant or employee. Employment at insert Company Name is at-will and may be changed or terminated at the will of insert Company Name Any applicant, if hired, or current employee has the right to terminate his or her employment at any time, with or without cause or notice, and insert Company Name has the same right.

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