

1. Comparison Report

This report contains the list of all active employees in the organization. Things highlighted by this report are 1) the morale of the employee, 2) information about various absences, 3) importance of employee in the organization, 4) performance rating, 5) details about his/her engagement with their manager and so on.

Everyone 52 people

Comparison

Name	Occupancy title	Morale	Leave remaining	Sickness taken	Sickness instances	Key employee	Key Job	Impact of loss
Jun Chua P00004	Chief Executive Officer	☹️	11.5	1	1	❌	✅	
Alex Ho P00025	HR Administrator	☹️	14.5	1	1	✅	❌	High
Alfie Wong P00030	Head of IT	😊	14.5	1	1	❌	✅	High
Alvira Tay P00042	Head of Sales	😊	14.5	1	1	✅	✅	Medium
Benedict Tan P00027	Resourcing Business Partner	😊	14.5	1	1	✅	❌	Medium
Cathy Seah P00017	Financial Accountant	☹️	14.5	1	1	❌	❌	Low
Danish Chia P00001	Head of Account Management	☹️	14.5	1	1	❌	✅	Low
Derrek Moh P00005	Head of Customer Services	😊	14.5	1	1	❌	✅	Low
Donna Jo Tanner P00051	Receptionist	☹️	11	0	0	❌	❌	Medium
Dorothy Lim P00029	HR Systems Analyst	☹️	14.5	1	1	❌	❌	Low
Douglas Chan P00033	Head of Marketing	☹️	14.5	103	2	❌	✅	Medium
Douglas Chan P00024	HR Advisor	☹️	14.5	1	1	❌	❌	Medium


Everyone 52 people

Comparison

Name	Potential	Readiness to progress	New challenge	Performance	Days since check-in	Check-ins	Standard hours	Department
Jun Chua P00004	At potential	Too new to rate	❌	No rating			40	Board & Advisors
Alex Ho P00025	High potential	Fast track	❌	5*	119	1	40	Human Resources
Alfie Wong P00030	High potential	Not ready to progress	❌	4*	119	1	40	Information Technology
Alvira Tay P00042	Medium potential	Fast track	❌	3*	119	1	40	Sales
Benedict Tan P00027	Medium potential	Fast track	❌	2*	119	1	40	Human Resources
Cathy Seah P00017	Medium potential	Ready to progress	❌	1*	119	1	40	Finance
Danish Chia P00001	At potential	Not ready to progress	❌	5*	119	1	40	Account Management
Derrek Moh P00005	Medium potential	Ready to progress soon	❌	4*	119	1	40	Customer Services
Donna Jo Tanner P00051	At potential	Too new to rate	❌	3*	31	1	40	Reception
Dorothy Lim P00029	At potential	Not ready to progress	❌	3*	119	1	40	Human Resources
Douglas Chan P00033	At potential	Too new to rate	❌	1*	119	1	40	Marketing
Douglas Chan P00024	At potential	Too new to rate	❌	5*	119	1	40	Human Resources

3. Personal Talent profile of an Employee

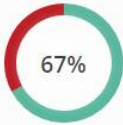
This report helps individual employees to check how well do they fit into their current role in terms of the skills, competencies and qualifications.



P00007
Shane Lim
Customer Services Advisor, Customer Services

🔍
👤 Profile





Talent profile for Shane











67%

Match for job: Customer Services Advisor ▼







Areas where you need to improve

 <p>Institute of Customer Service Membership level: Requires level: Member Courses required <i>No courses available</i></p>	 <p>Relationship Building Competency level Requires level: Very Good Courses required <i>No courses available</i></p>	 <p>Adding Value Competency level Good Requires level: Very Good Courses required <i>No courses available</i></p>	 <p>Team Management Competency level Good Requires level: Very Good Courses required <i>No courses available</i></p>
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Great! You have the below job matches

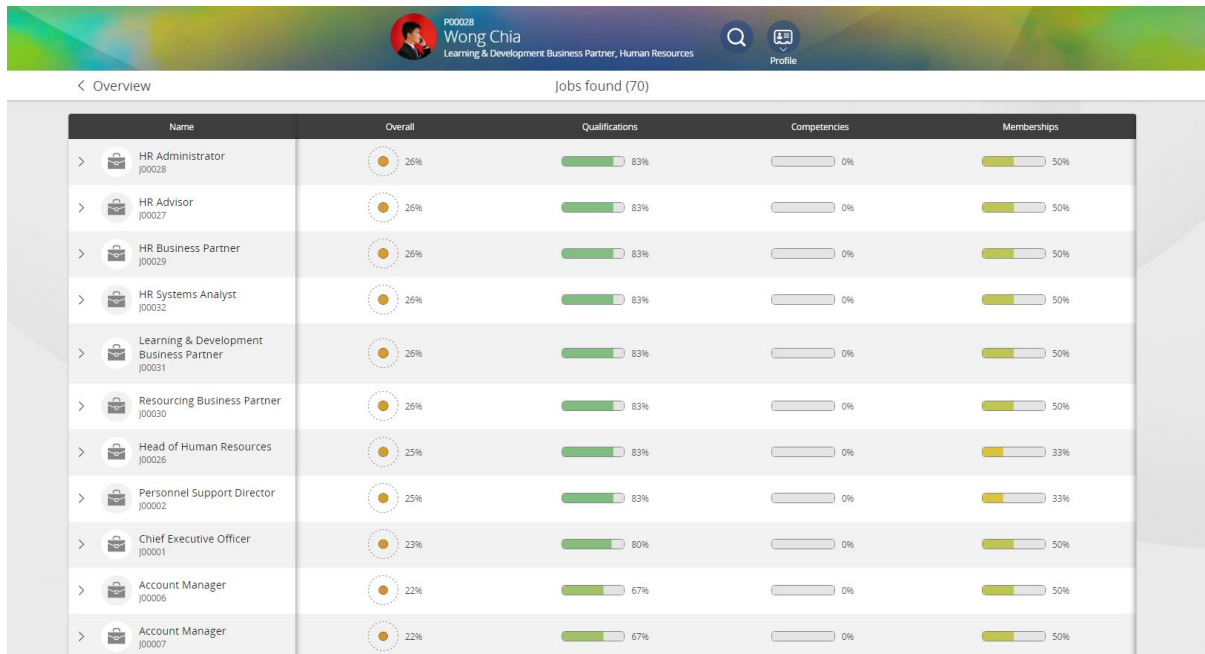
 <p>Collaborative Working Competency level Excellent</p>	 <p>Communication Skills Competency level Excellent</p>	 <p>Presentation Skills Competency level Excellent</p>	 <p>Time Management Competency level Excellent</p>
 <p>Institute of Travel Tourism Membership level: Member</p>	 <p>Customer Service Qualification grade: Level 3 - Pass</p>	 <p>English Qualification grade: Certificate - Pass</p>	 <p>Microsoft Office Applications Qualification grade: Certificate - Pass</p>

Accomplishments not required for this job

 <p>Ability to take constructive criticism Competency level Good</p>	 <p>Continuous Improvement and Change Competency level Good</p>	 <p>Innovation Competency level Excellent</p>	 <p>Motivation Competency level Good</p>
 <p>Telephone Techniques Competency level Good</p>	 <p>Working to deadlines Competency level Excellent</p>		

4. Employee Talent Match

This report helps HR/Managers to find out suitable alternative job for an employee in an organization.



5. Succession Planning

This report helps HR/Managers to find out suitable employee to fill a vacant job or a future vacancy.

