20 Key Things to Know About Your People



FIRST AND LAST NAME			
WHAT ARE IMMEDIATE FAMILY MEMBER NAMES?			
HOW LONG HAS HE/SHE BEEN IN THE COMPANY			
WHAT IS HE/ SHE MOST MOTIVATED BY?			
WHAT IS HIS/ HER RECOGNITION PREFERENCE - PUBLIC OR PRIVATE?			
WHAT ARE HIS/HER HOBBIES?			
WHAT'S HE/ SHE MOST PROUD OF AT WORK?			
WHAT'S HE/ SHE MOST PROUD OF AT HOME?			
WHAT'S MOST TROUBLING AT WORK CURRENTLY?			
WHAT'S MOST CHALLENGING AT HOME CURRENTLY?			

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WHAT DOES HE/ SHE NEED HELP/ COACHING ON?			
HOW DOES HE/ SHE WANT ME TO DELIVER TOUGH FEEDBACK?			
WHAT BRINGS HIM/HER JOY?			
WHAT FRUSTRATES HIM/HER?			
WHAT DOES HE/ SHE MOST APPRECIATE AS A SIGN OF GRATITUDE (Gifts, Words, Touch, Time, Service)?			
WHAT ARE HIS/ HER MOST IMPORTANT PRIORITIES?			
WHAT'S HIS/ HER "WHY"?			
WHAT WAS HIS/ HER LAST "WIN"?			
WHAT'S THE BIGGEST MISTAKE I CAN MAKE WITH HIM/HER?			



