

# 10 signs an employee is promotable

Use this checklist to determine if your employee does any of the following and deserves that big promotion:

- ✓ Expresses a desire to be promoted
- ✓ Possesses the technical expertise to do the job
- ✓ Volunteers to take on new assignments—and does them well—despite adding to his/her current workload
- ✓ Implements leadership skills, especially during difficult or challenging times (e.g., motivated the group, boosted morale, led a discussion, mediated a conflict)
- ✓ Shows excitement and optimism during times of growth and change and welcomes new opportunities to contribute
- ✓ Readily shares new ideas and proposes solutions to problems
- ✓ Displays the ability to train, educate and coach others
- ✓ Establishes personal career goals above and beyond the ones you have set
- ✓ Continually works on improving weaknesses and enhancing strengths
- ✓ Demonstrates complete buy-in to the mission of the organization.