

Employee development interview form

The purpose of the annual employee development interview is to follow up on the individual employee's work tasks and work life in the past year and articulate forward-looking development plans.

Type	Preparation	Employee	Leader	Notes
Selected topics <i>To be agreed before MUS between employee and MUS organizer. For examples topics relevant for the position category.</i>				
Any topics that arise during the interview				
Only for academic staff: Is the teaching portfolio up to date?				YES / NO