

NEED ASSESSMENT FOR THE TRAINING OF THE EMPLOYED

First name and family name			
Date of birth			
Qualifications and vocation			
Post occupied/sector			
Length of working experience			
Contact	Phone:	Fax:	E-mail:

1. Are you keeping informed about trends in your profession?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I would gladly, but I cannot, because: _____ _____
2. Which competencies, skills and knowledge should you possess, as required by your employer?	
3. How does your employer identify needs for new knowledge of the employees?	<input type="checkbox"/> Through analysis of the competencies for realization of the set tasks and degree of individuality in completing the defined plans <input type="checkbox"/> Through evaluation of the work results and motivation of the employees <input type="checkbox"/> Through interviews with the employees <input type="checkbox"/> Interviewing the direct supervisors <input type="checkbox"/> Observing standards, internal work instructions and other documents
4. Are your additionally acquired knowledge and skills identified by the employer?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Does your enterprise or the employer adequately value your new knowledge and skills?	<input type="checkbox"/> Yes, how: _____ _____ <input type="checkbox"/> No
6. What knowledge have you gained through informal trainings? List the trainings you have attended?	
7. Which trainings do you need for your personal and professional development?	<input type="checkbox"/> Specialized trainings related to the profession <input type="checkbox"/> Using new technologies: <input type="checkbox"/> Advanced CAD modeling

	<input type="checkbox"/> CAM modeling and NC programming <input type="checkbox"/> From design to virtual manufacturing to the users <input type="checkbox"/> Design of tools for plastics <input type="checkbox"/> Concurrent engineering <input type="checkbox"/> Development and optimization of the production processes supported by virtual manufacturing <input type="checkbox"/> Industrial design <input type="checkbox"/> Bio engineering - applications <input type="checkbox"/> Informative seminars about new trends <input type="checkbox"/> Project design and management <input type="checkbox"/> Business communication and negotiation <input type="checkbox"/> Practical business marketing <input type="checkbox"/> Learning foreign languages <input type="checkbox"/> Introducing new quality certificates, and related trainings <input type="checkbox"/> Other: _____ _____
8. Are you informed about similar trainings in the Region?	<input type="checkbox"/> Yes, where: _____ _____ <input type="checkbox"/> No
9. Which training programmes have you attended at the initiative of your enterprise and when?	
10. Which training would be the most useful for you?	<input type="checkbox"/> On job training <input type="checkbox"/> Lectures/seminars, trainings outside the company <input type="checkbox"/> Mentoring (supervised by a consultant) <input type="checkbox"/> Business mobility (Industrial Fellowship Programme) <input type="checkbox"/> Other: _____ _____
11. How important do you think it is to have specialized literature/ software in your business?	<input type="checkbox"/> Very important <input type="checkbox"/> Partially <input type="checkbox"/> Not important