## Training Needs Assessment Survey

Rate these factors according to how you feel about your skill to job level

	Very Good	Good	Fair	Poor	Very Poor
Interpersonal communication	0	0	0	0	
Written communication	0	0	0	0	0
Public speaking		0	0	0	0
Team management (Leadership)	0	0	0	0	
Organizational abilities		0	0	0	0
Computing skills & numeracy	0	0	0	0	0

Do you feel qualified to handle your current scope of work?

O Not at all

O Very

Slightly

Extremely

Moderately

# **Sample Administrative Training Needs Survey**

**JG Myers** 

Sample Administrative Training Needs Survey:

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