

GUIDING QUESTIONS_ HR REVIEW



1. When you think about your goals for this year, what are you most proud of?
What do you consider your achievements this year? What was their impact on the business?
2. What were the biggest difficulties you faced? How did you deal with them? What have they taught you? What will you do in the future differently to deal with them better?
3. How has your work contributed to the success of other colleagues / team / company? How have others contributed to your success?
4. How did you challenge the status quo, did you test the new idea/ solutions? How did this affect the business?
5. In what areas would you like to improve your work / results? What kind of support do you need?
6. Is there anything else you would like your attention to?