

Soft Skills	Soft skill 1	Soft skill 2	Soft skill 3	Soft skill 4
Current				
Absent				
To Develop / Urgent				
To Develop / Not Urgent				
Employee 1				
Employee 2				
Employee 3				
Employee 4				

Hard Skills	Hard skill 1	Hard skill 2	Hard skill 3	Hard skill 4
Current				
Absent				
To Develop / Urgent				
To Develop / Not Urgent				
Employee 1				
Employee 2				
Employee 3				
Employee 4				