

PMI OVOC Mentoring Program

Self-Assessment – Competency Matrix

Guidelines: This document should be completed by each participant in the Mentoring Pair to assess where each individual would most appreciate coaching and support from their Mentoring partner. It should form the basis for the Mentoring Plan agreed to by the two participants of the Mentoring Pair. It does not need to be submitted to the PMI-OVOC Mentoring Program Champion.

Name: _____

Date last updated: _____

Area	Highly Competent	Competent	To develop	Example of situation supporting self-assessment	I want to work on this area (yes/no)
PMP Knowledge Areas:					
1. Project Integration Management					
2. Project scope management					
3. Project Time Management					
4. Project Cost Management					
5. Project Quality Management					
6. Project Human Resource Management					
7. Project Communications Management					
8. Project Risk Management					
9. Project Procurement Management					
10. Project Stakeholders Management					
Soft skills:					
11. Awareness					
12. Act with sensitivity					
13. Act with flexibility					
14. Quick learning					
15. Verbal ability					
16. Build alliances					
17. Adaptability					
18. Oral communication					
19. Written communication					
20. Understanding external dynamics					
21. Understanding internal dynamics					
22. Concentration					
23. Control					
24. Coordination					
Area	Highly	Competent	Need to	Example of situation	I want to

PMI OVOC Mentoring Program

Area	Highly Competent	Competent	To develop	Example of situation supporting self-assessment	I want to work on this area (yes/no)
PMP Knowledge Areas:					
1. Project Integration Management					
2. Project scope management					
3. Project Time Management					
4. Project Cost Management					
5. Project Quality Management					
6. Project Human Resource Management					
7. Project Communications Management					
8. Project Risk Management					
9. Project Procurement Management					
10. Project Stakeholders Management					
Soft skills:					
11. Awareness					
12. Act with sensitivity					
13. Act with flexibility					
14. Quick learning					
15. Verbal ability					
16. Build alliances					
17. Adaptability					
18. Oral communication					
19. Written communication					
20. Understanding external dynamics					
21. Understanding internal dynamics					
22. Concentration					
23. Control					
24. Coordination					
Area	Highly Competent	Competent	Need to develop	Example of situation supporting self-assessment	I want to work on this area (yes/no)
25. Creativity					
26. Impulse development					
27. Delegate					
28. Empathy					
29. Establish good relations					
30. Being at ease in public relations					
31. Balance professional and personal life					