

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					

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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					
32. Demonstrate teamwork					
33. Demonstrate initiative					
34. Adversity management					
35. Stress management					
36. Time management					
37. Ability to convince others					
38. Introspection					
39. Political ability					
40. Influence					
41. Control their emotions					
42. Good memory					
43. Mobilize					
44. Negotiate					
45. Customer oriented					
46. Results oriented					
47. Ability to talk in public					
48. Strategic thinking					
49. Schedule					
50. Analytical reasoning					
51. Networking					
52. Conflicts resolution					
53. Problems resolution					
54. Take risks/innovate					
55. Be yourself					
56. Critical					
57. Decision maker					
58. Listener					
59. Organized					
60. Practical					
61. Support efforts					
62. Synthesize					
63. Work with data/numbers					
64. Work with precision					
65. Tolerate ambiguity					