

ONE-TO-ONE QUESTIONS

- Work habits and associate performance
 - Which time of day do you feel most productive?
 - What changes could be made so you can optimize your day?
 - What are your biggest time wasters right now?
 - Are you encountering any roadblocks and if so, what are they?
- Team Collaboration
 - Who inspires you on the team? Why?
 - Would you like to receive more feedback from other team members?
 - Do you feel comfortable giving feedback to others?
 - Do you have any suggestions for improvement in the way we work together?
- Levels of Engagement
 - What in particular do you enjoy about working here?
 - What do you least prefer doing and why?
 - What keeps you engaged and inspired at work?
 - Do you have any concerns when it comes to your role or career opportunities?
- Short & long-term performance goals
 - How are you progressing on your goals? How can I help you?
 - Are you facing any bottlenecks? What might help remove them?
 - How have you determined your long-term goals? What is your next career move?
 - Which part of your job do you feel is the most relevant to your long-term goals?
- Professional development goals and plan
 - Do you prefer to learn in front of the computer, hands on, in a group? Why?
 - What are some skills or areas of the store you would like to get better in?
 - Do you find feedback helpful for your personal development?
 - Would you benefit from more coaching? How often?
- Manager improvement
 - How can I better support you in your job?
 - What would you say are key qualities of my management style?
 - On the other hand, what qualities do you think I should improve as a manager?