

Workforce Self-Assessment

To create an effective workforce plan, you need information. For that, you have to ask the right questions. See below some suggestions that can be tailored based on your business.

How many employees do you currently have?

What are their skillsets? Are there any untapped skills that could be used more effectively?

Who are they, what are their strengths, what do they want to achieve, what are their plans for the future?

Are your employees generally satisfied and motivated? Why or why not?

Do you have any skillset gaps in your business that need to be filled?

Are you currently hiring, or planning to hire for any roles in the next six to twelve months?

Which roles will you need in the future?

Is your workforce agile?

Can they adapt to change? Who does this well?

How resilient are your employees as individuals, and as a team?

What does the business do to encourage a culture of resilience?

What more could you be doing in this space?

How does the business manage finances effectively?

How does the business cash flow work?

Who has a credit card/approval to make business purchases?

Are there any areas that could be running more efficiently?

What is the financial forecast for the next 12 to 18 months?
How are you tracking?