promotion recommendation form

* Solicit and leverage feedback on the promotion candidate to complete the form. Submit to your HRBP.
* Oaktree’s CEO will review all promotion recommendations; the Management Committee will calibrate recommendations at and above the VP level.

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| promotion recommendation form | | |
| Candidate Name: Vincent Chan | Manager: | HRBP Reviewer: |
| Department: | Sub-Department: | Location: |
| Current Title: | Potential Promotion Title: | Promotion Recommended (Y/N): |
| Sources of Feedback: Dana Moolani | | |

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| title assessment |
| What are the minimum qualifications, technical experiences, aptitude, and knowledge for the promotion title?   * Qualifications: Works independently, manages / mentors junior staff or Viteos, swift learner, resourceful, seeks out new ways to make our processes more efficient, team player * Technical Experiences: waterfall models, performance, fund structures, credit facilities, etc. * Aptitude: Positive attitude even when presented with difficult situations, drive to take on new challenges * Knowledge: Accounting systems (i.e., GWI), understanding and interpreting the LPA (including waterfall language), complex structures and transactions |
| What are the critical Oaktree competencies and contribution level for the promotion role\*?   * Competencies: Drives Results, Resourcefulness, Collaborates, Maintains Accountability. Communicates Effectively, Cultivates Innovation * Contribution Level: Contributes Independently / Contributes through others |
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| candidate assessment |
| Describe the technical, functional, and interpersonal competence the candidate exhibits.   * Technical: Able to handle a new funds from initial set-up through the investment period, able to calculate and analyze performance, able to understand and help book complicated transactions and re-orgs, able to model out the waterfall by understanding the LPA, able to use our systems independently (i.e., GWI) and know how to work through the set-up of a fund that is new and different * Functional: Time management, communication, sense of ownership * Interpersonal: Able to manage and mentor Viteos independently from his manager, Builds strong relationships with internal and external parties, steps in to help others when needed, while always maintaining a positive attitude |
| What competencies does the candidate exhibit well? What is their current level of contribution?   * Competencies: Drives Results, Maintain Accountability, Resourcefulness, Collaborates * Contributions Level: Contributes Independently |
| How has the candidate performed in the current job with regard to leadership, impact, and people?   * Leadership: Mentors and manages Viteos, demonstrates openness to new ideas and ways of looking at things, acts in ways that supports morale and contributes to the team spirit, steps forward to help others complete work and ensure the team’s success (applies to all 3) * Impact: * People: |
| What strengths does the staff member currently have, and what areas of development are needed to ensure continued career success?   * Strengths: Highly collaborative, takes full ownership of what he’s working on and sees something through to the end, pro-actively communicates to internal and external parties, open to constructive feedback and applies what he’s learned to the next task / project, maintains an optimistic attitude and steps in to assist others when needed, maintains strong relationships within and outside our department * Development: Find more ways to streamline our work and processes, and find ways to cut down on inefficiencies, get involved in projects that benefit the group (not just his own strategy / funds) |
| How does the candidate perform in comparison to others at the same title level, both within and outside the department (if applicable)?   * Within Department: * Outside Department: |