

Team Audit

Think of how your team performs at the moment. Using your experience of working in the team mark the team against the following criteria. 5 Excellent / 1 Poor

Team Performance

Performance Criteria	1	2	3	4	5
Control of revenue					
Control of costs					
Customer complaints					
Time on job					
Cost of job					
Void times					
Jobs per day					

Total Performance Index	
Average Performance Index	

Team Capability

Capability Criteria	1	2	3	4	5
We have the skills we need					
We are able to cover for other team members					
We have the opportunity to learn new skills					
We get the training we need					
People share information willingly					
We have regular team meetings					
We value the appraisal system					

Total Capability Index	
Average Capability Index	

Team Values

Values Criteria	1	2	3	4	5
We have a common shared goal					
We share responsibility					
We help each other					
We understand each others roles					
We have good leadership					
We strive for improvement					
We manage change well					

Total Values Index	
Average Values Index	

Team Relationships

Relationships Criteria	1	2	3	4	5
We communicate effectively					
We encourage each other					
We help each other					
We manage conflict well					
We are open and honest with each other					
We have social interactions					
We value each others contributions					

Total Relationships Index	
Average Relationship Index	