**Questionnaire for Talent Management Assessment**

**Section 1: Talent Acquisition**

1. How satisfied are you with the recruitment process in attracting skilled professionals?
	* Metric: **Candidate Quality Index** (Percentage of new hires meeting performance benchmarks within their first year).
2. What recruitment sources have been most effective in hiring qualified candidates? (Select all that apply)
	* Metric: **Source of Hire Effectiveness** (Measure retention and performance by recruitment source).
3. Is the company able to fill critical roles within a reasonable time frame?
	* Metric: **Time to Fill** (Average time taken to fill vacancies).
4. Are the skills and expectations for roles clearly defined during recruitment?
	* Metric: **Job Clarity Index** (Percentage of employees rating job descriptions as clear during onboarding).

**Section 2: Onboarding and Talent Integration**

1. How effective was the onboarding process in helping you adapt to your role?
	* Metric: **Onboarding Satisfaction Rate** (Percentage of employees who rate onboarding positively).
2. Did onboarding adequately prepare you for the technical and cultural aspects of the organization?
	* Metric: **Time to Productivity** (Average time taken for new hires to achieve full productivity).

**Section 3: Talent Development**

1. How satisfied are you with the training programs offered (e.g., technical skills, certifications)?
	* Metric: **Training Effectiveness Score** (Post-training assessments and employee satisfaction surveys).
2. How often does the company offer opportunities for continuing education (e.g., CPA/ACCA support)?
	* Metric: **Employee Development Index** (Number of development opportunities per employee annually).
3. How effective is the mentorship or coaching you receive?
	* Metric: **Mentorship Satisfaction Rate** (Percentage of employees who find mentorship programs valuable).

**Section 4: Performance Management**

1. Are performance goals clearly communicated and aligned with the organization's objectives?
* Metric: **Goal Alignment Index** (Percentage of employees who understand how their goals tie to company goals).
1. How often do you receive constructive feedback from your manager?
* Metric: **Feedback Frequency** (Average number of formal feedback sessions per year).
1. How fair do you find the performance evaluation process?
* Metric: **Performance Review Fairness Score** (Employee satisfaction with the review process).

**Section 5: Talent Retention**

1. How satisfied are you with your current compensation and benefits?
* Metric: **Compensation Satisfaction Index** (Percentage of employees satisfied with pay and benefits).
1. Do you feel valued and recognized for your contributions?
* Metric: **Employee Recognition Score** (Percentage of employees who feel adequately recognized).
1. What are the main reasons you or your peers might consider leaving the organization?
* Metric: **Attrition Rate** (Percentage of employees leaving annually, segmented by reason).

**Section 6: Leadership and Organizational Culture**

1. Do leaders effectively communicate the company’s vision and priorities?
* Metric: **Leadership Communication Score** (Employee rating of leadership clarity and communication).
1. How inclusive and supportive is the workplace culture?
* Metric: **Workplace Inclusivity Index** (Percentage of employees feeling respected and valued).
1. Does leadership encourage and act on employee feedback?
* Metric: **Employee Engagement Score** (Overall employee satisfaction and engagement level).

**Section 7: Future Readiness**

1. Are you aware of the career growth opportunities available within the company?
* Metric: **Career Advancement Index** (Percentage of employees perceiving clear growth paths).
1. Does the organization invest in emerging technologies to improve work efficiency?
* Metric: **Innovation Readiness Score** (Employee rating of tools and technology adoption).

**Metrics Overview for Talent Management**

| **Metric Name** | **Description** | **Calculation/Source** |
| --- | --- | --- |
| **Candidate Quality Index** | Measures the effectiveness of recruitment in hiring top talent. | Percentage of hires meeting first-year performance benchmarks. |
| **Time to Fill** | Average time required to fill a vacancy. | Days between job posting and offer acceptance. |
| **Onboarding Satisfaction Rate** | Assesses the effectiveness of onboarding. | Percentage of positive responses in onboarding surveys. |
| **Training Effectiveness Score** | Evaluates the impact of training programs. | Post-training performance improvement and satisfaction surveys. |
| **Attrition Rate** | Tracks the percentage of employees leaving annually. | (Number of exits ÷ Total employees) × 100. |
| **Employee Engagement Score** | Measures overall satisfaction and morale. | Average employee engagement survey scores. |
| **Workplace Inclusivity Index** | Assesses inclusivity and cultural alignment. | Percentage of employees feeling respected and valued. |

This combination of **questions** and **metrics** provides a comprehensive framework for evaluating and improving talent management in an accounting and audit company. It helps identify gaps in hiring, development, and retention while aligning talent strategies with organizational goals.