End-of-Year Career Review

Name: ____________________________________________________

Year: ____________________

The three professional accomplishments I am most proud of this year are:

1. ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

2. ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

3. ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

Of the career goals I set for myself at the end of last year, I accomplished the following:

I accomplished these goals because:
Of the career goals I set for myself at the end of last year, I DID NOT accomplish the following:

I did not accomplish these goals because:

If I could go back and do one thing differently in my professional life over the past year, it would be this:

The biggest career lesson I learned this year was:

The person who has most supported/helped/inspired me in my career this year was:
Over the past year, I have developed/honed these professional skills:


Over the past year, I have actively participated in the following career-related activities, organizations, associations, etc.


One thing I will leave behind this year, and which has been holding me back in my career, is this:
(Try to pinpoint habits, behaviors, thoughts, people, actions, etc. that are no longer serving you professionally.)


One thing I will be sure to take with me next year, which has helped me in my career, is this:
(Try to pinpoint habits, behaviors, thoughts, people, actions, etc. that are serving you well professionally.)


Overall, my feelings about what has occurred in my career this year are as follows:
As I say goodbye to this year, all I can think is:

The one thing I’m most looking forward to in my career over the next year is this:

Notes To Self:

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