

Management Promotion Template

FOR USE IN THE PRODUCT DEVELOPMENT ORGANIZATION ONLY



LOB VP/SVP: [REDACTED]

Employee Name: [REDACTED]
Current Job Code, Job Code Title, and Career Level: 76640.Systems Analyst 4-IT
of Years in Current Position: 1.7 years
Current Salary: \$ [REDACTED]
Performance Ratings within the last 3 years: 2016 = 4
Equity awarded within the last 3 years: N/A

Manager: [REDACTED]
Proposed Job Code, Job Code Title, and Career Level: 75020.IT Manager.INFTECH.GENIT.M2
of Years in Industry: 16
Min Salary for Proposed Job Code/Level Salary Range:
Salary Increase Amt within the last 3 years: \$ [REDACTED]

PLEASE ADDRESS THE FOLLOWING FACTORS, INCLUDING EXAMPLES WHEN RECOMMENDING PROMOTIONS TO SENIOR DEVELOPMENT POSITIONS IN PRODUCT DEVELOPMENT.

SUMMARY OF EXPERIENCE

Provide a description of current and previous experience, education, and areas of responsibilities.

[REDACTED] has worked for several top Silicon Valley companies. She worked for [REDACTED] for 20 years and moved on to [REDACTED]. She then worked for [REDACTED] in a senior position for 5 years. She has extensive experience establishing key customer relationships while driving internal collaboration. She is a global leader with success leading [REDACTED] in order to establish deep account penetration and high customer satisfaction and maintaining profitable results for the corporation. At [REDACTED] she managed a team of 10 people focused on [REDACTED]. [REDACTED] drove the strategy of the team and made critical decisions that impacted the success of the program. As a [REDACTED] at Oracle, [REDACTED] has worked on [REDACTED]. [REDACTED] leads the [REDACTED]. She is focused on maintaining [REDACTED] and she basically grabs whatever needs to be done and does it.

Education: [REDACTED], PMP Certified through May 2018, ITIL in IT Service Management Certified [REDACTED]

MANAGEMENT SKILLS

Briefly describe the individual's management skills which reflect their ability to get tasks done while attracting and retaining good employees.

[REDACTED] leads by example. She makes sure to understand what is needed and then provides direction and positive reinforcement so team members want to work with her and help her. She establishes great rapport with her team mates and engages enthusiastically with other organizations and regions in

Management Promotion Template



FOR USE IN THE PRODUCT DEVELOPMENT ORGANIZATION ONLY

Oracle. People are drawn to [redacted]'s open personality and positive demeanor. [redacted] is an excellent communicator and this coupled with her collaborative style will attract/retain good employees.

SCOPE OF POSITION

Define how the position or deliverable is important to Oracle's strategic plan or revenue. Quantify if possible, identifying size or complexity of the task, i.e. numbers of people to manage or influence, magnitude of product for Oracle or technical challenges.

[redacted] will be leading the [redacted] team which is a critical team that works directly with the Oracle [redacted]

METRICS: HEADCOUNT AND SPAN OF CONTROL

Current:	0	# Employees in overall org	# Mgmt Level reports
Proposed:	3	# Employees in overall org	# Mgmt Level reports

SIGNIFICANCE OF POSITION AND IMPACT ON THE COMPANY

Describe the position's significance and how it impacts products, revenue generation, critical technology or its importance to customers/ partners.

EXTERNAL VISIBILITY

How much time does the individual spend representing Oracle to outside interests, such as customers, partners, press and analysts. These contacts should address a technology, product or program area that is highly visible and recognized as an independent entity. 10% of time is focused on external interests focused on partners and end customers.

TEAMWORK AND INFLUENCE WITHIN ORACLE

Describe the amount and quality of inter-action with other Oracle groups and what results have been achieved. How has the position contributed to their success or how has it influenced other groups to ensure the success of their own strategic projects? This has been a crucial area for our organization. [redacted] has established key relationships with the [redacted] teams, and all [redacted] teams. Other teams consult with [redacted] on cross functional projects. She has been instrumental in influencing the direction of the [redacted] and ensured our organizational needs were implemented.

Management Promotion Template

FOR USE IN THE PRODUCT DEVELOPMENT ORGANIZATION ONLY



█ has taken a leadership role in engaging with the █ teams on behalf of our organization. This has resulted in great collaboration in support of the Oracle █ customers. █ has credibility and is able to engage senior level managers when needed.

ACHIEVEMENT

Describe specific, significant deliverables or accomplishments attributed to this individual as the major contributor. Who within or outside of Oracle would know of these achievements? Also explain how the individual exhibits the qualities of leadership, technical credentials and overall ability to represent their group/ST both within and outside Oracle.

RECOMMENDATIONS

█

Comments from other senior management staff, both within and outside of group - minimum of three.

█ Vice President, █

"I am very pleased to endorse █'s promotion to █. My recommendation is based on my working experience with her since November 2015 and her contributions towards rolling out the █ and █

The █ is to ensure Customers are successful with █, especially when █. The █ is particularly important in the █. Over the last couple of years as Oracle launched its █ offerings, it was important to ensure █. This required a thorough review of the █ and reports, and how they would be used for █. Needless to say, this was a significant effort involving multiple teams across █ and █. It was important for individuals participating in this effort to embody the business and technical skills to be able to understand the █ and execute them seamlessly in a large/matrix team environment. █ has been a phenomenal resource representing █ on this journey. She has gone above and beyond on every occasion; in engaging the right resources in █ to █,

█ rollout for █ is a critical initiative for █. The scope includes █ and related █. It involves working with multiple teams across █, amongst others. The scope and aggressive timelines of the initiative required the participating teams to bring in their best minds to quickly comprehend the strategy and rollout the █. █'s contributions on this project were particularly noteworthy. She took the lead to █, train the

Management Promotion Template

FOR USE IN THE PRODUCT DEVELOPMENT ORGANIZATION ONLY



various [redacted] on the use of the [redacted], [redacted] and make recommendations for [redacted].

[redacted] has demonstrated good communication skills and the ability to work extremely well with different teams. This is evident from the fact that everyone on the team likes working with her. [redacted]'s program management experience and clear communication skills is an asset for complex initiatives.

I am honored to write this recommendation for [redacted]'s promotion to [redacted].

[redacted] Director, [redacted]

"I am writing this email in recognition of contributions of [redacted] for [redacted]."

I have been working with [redacted] on and off, over the last couple of years involving multiple initiatives. I have observed [redacted] to be a solid Program manager driving initiatives like [redacted] etc. [redacted] has not only been instrumental in collaborating with multiple teams in getting the [redacted] team's requirements satisfied, but also instrumental in driving the [redacted]. [redacted] had demonstrated her leadership skills by collaboration, consensus and mentoring for these cross-team initiatives, and I appreciate her contributions and wish her the best.

I have no doubt that [redacted] has demonstrated the skills to be a leader in this organization and will support her promotion to [redacted] position."

[redacted] Vice President, [redacted]

"I support [redacted]'s promotion to manager. She has lead the effort initiated by [redacted] for [redacted] to use [redacted] as the [redacted] system. She has taken that task and gotten to be an expert at [redacted] and [redacted]. She has successfully educated/trained others across [redacted] to leverage and use [redacted] functionality."

Management Promotion Template

FOR USE IN THE PRODUCT DEVELOPMENT ORGANIZATION ONLY



POSITION CRITERIA

Senior development positions may include unique requirements; therefore template metrics are general guidelines, not hard rules.

FACTOR	MANAGER (M2)	SR MANAGER (M3)	DIRECTOR (M4)	SR. DIRECTOR (M5)	VICE PRESIDENT (M6)
Summary Of Experience	Detailed knowledge of several applications within a business area needed.	Requires 3+ years of related managerial/technical experience, including at least 2+ years as a Manager. Successful track record in applications implementation and as a manager. Expert knowledge of all applications within a business area; plus some knowledge of other applications.	Requires 8+ years of related managerial/technical experience, including at least 2+ years as Sr. Manager. Works on projects of high conceptual complexity. Provide tenure in current position and overview of prior jobs held.	Requires 10+ years of related managerial/technical experience. Should have broad functional experience, enabling management of product mgt., QA, tools, Doc, etc. Directs and controls activities through managers. Works on projects of high conceptual complexity. Provide tenure in current position and overview of prior jobs held.	Requires 12+ years of related experience. Directs and controls activities through directors. High conceptual complexity, with significant intangible or external factors, performing significant management or leadership roles. Provide tenure in current position and overview of prior jobs held.
Management Skills	Mgt. skills focused on task completion within direct team. Provides direct supervision to individual contributors.	Mgt. skills more task focused within their group. Makes decisions that impact achieving tasks, business targets, schedules or operations. Demonstrated history of attracting and retaining high caliber employees and facilitating positive morale. Group managed has low turnover rate, meets/beats project due	Mgt. skills more task focused within their group. Demonstrated history of attracting and retaining high caliber employees and facilitating positive morale. Group managed has low turnover rate, meets/beats project due date and shows teamwork. Has respect of peers for management skills and getting tasks accomplished. Excels in current position.	Mgt. skills divided between group task focus and problem solving between groups in division. Demonstrated history of attracting and retaining high caliber employees and facilitating positive morale. Group managed has low turnover rate, meets/beats project due date and shows teamwork. Has respect of peers for management skills and getting tasks	Executive level mgt. skills as shown in communication, leadership or strategic initiatives. Leads problem resolution and agenda setting within and between divisions. Demonstrated history of attracting and retaining high caliber employees and facilitating positive morale. Group managed has low turnover rate, meets/beats project due

Management Promotion Template

FOR USE IN THE [REDACTED] ORGANIZATION ONLY



date and shows teamwork. Has respect of peers for management skills and getting tasks accomplished. Excels in current position.

accomplished. Excels in current position.

date and shows teamwork. Has respect of peers for management skills and getting tasks accomplished. Excels in current position.

Scope Of Position	<p>Ensures that operational policies are followed.</p> <p>Leads a specialized area which may have diverse functional elements.</p>	<p>Manages a team maintaining and/or implementing software project(s) and/or internal systems. Defines, documents and manages scope, expectations, implementation approach, deliverables and acceptance testing criteria.</p>	<p>Manages teams or virtual teams of 15-30 developers. Responsible for a project or software area. Full responsibility for architecture of 1 or more layer or subsystem within a product or medium sized product.</p>	<p>Manages teams or virtual teams of 20-40 developers with responsibility for a product or product set, or a substantial portion of a very large product. Full responsibility for architecture of 1 or more layer or subsystem within a product or medium sized product.</p>	<p>Manages large staff of 30+ structured into teams or sections. Full responsibility for a product group, large product or function. Completes projects that span product or organizational boundaries.</p>
Significance of Position and Impact On Oracle	<p>Responsible for business results, costs and people management.</p>	<p>Manages and controls activities in multi-functional areas or sections.</p>	<p>Technology or product area is critical to the success of Oracle's strategic goals. Decisions impact schedule and group operations of Development and may impact revenue. Decisions may be visible to Development SVP and senior management. Actively defines product goals/directions within their area and indirectly with multiple other areas.</p>	<p>Technology or product area is critical to the success of Oracle's strategic goals. Decisions impact schedule and group operations of Development and possibly other divisions. Decisions are visible to Development SVP and generally other senior management. Actively defines product goals/directions and is fully responsible for their</p>	<p>Decisions have serious impact on success of division and company operations. Plays major role in developing corporate and/or division strategies and policies. Sets standards and procedures in a significant product area or product family. Suggests and justifies product direction with SVP/EVP approval.</p>

Management Promotion Template

FOR USE IN THE [REDACTED] ORGANIZATION ONLY



establishment within their area and indirectly impacts multiple other areas. Suggests and justifies product direction with VP/SVP approval

External Visibility	Visible	Visible	Visible	Highly visible	Highly visible, may meet with or represent Oracle with external contacts such as industry forums, key customers, partners, press or analysts.
Teamwork and Internal Influence	Frequently interacts with supervisors and/or functional peer group managers. May interact with senior management. Demonstrated leadership skills.	Frequently interacts with supervisors and/or functional peer group managers. May interact with senior management. Demonstrated leadership skills.	Some interaction with other groups, influences decisions. Should exhibit effective teamwork with directors and above within Development and across Oracle.	Interacts with other groups, driving action plans and decisions. Broad influence with: senior management. Should exhibit effective teamwork with directors and above within Development and across Oracle on critical matters.	Significant interaction within and across divisions and highly successful in driving strategic level decisions and action plans with these groups. Regularly interacts with Oracle senior management and major customers on critical matters

Management Promotion Template



FOR USE IN THE [REDACTED] ORGANIZATION ONLY

<p>Achievements</p>	<p>Manages subordinates to meet business targets and 'best practice' solutions as set by higher management.</p> <p>Responsible for delivery of a service to agreed standards and service levels.</p>	<p>Manages a number of projects varying in complexity requiring technical/business expertise.</p> <p>Focus on best practices and process improvements ensuring effective execution of operational plan while meeting Corporate requirements.</p>	<p>Technical or managerial stature recognized within group and/or Oracle. Represents group within Oracle. Under broad direction, defines requirements for new projects and specifies designs and develops software to those requirements.</p>	<p>Technical or managerial stature recognized within group, widely within and outside Oracle. Defines requirements for new projects and specifies designs and develops software to those requirements. Represents group within Oracle</p>	<p>Technical or managerial stature recognized within group, widely across and outside Oracle. Defines requirements for new projects and specifies product components accordingly. Represents group and Oracle both within and outside the company.</p>
<p>Recommendations</p>			<p>From Development senior management outside of VP's group</p>	<p>From senior managers, both within and outside Development.</p>	<p>From senior managers, both within and outside Development.</p>