

## Management Promotion Template

Employee Name: \_\_\_\_\_

Manager: \_\_\_\_\_

Current Career Level and Job Code: IC4

Proposed Position and Job Code: M3

# of Years in Current Position: 4

# of Years in Industry 15

Current Salary: \_\_\_\_\_

Min Salary for New Position \_\_\_\_\_

Performance Rating: 4

VP/SVP: Paolo Juvara/Dave Stephens

Please address the following factors, including examples when recommending promotions to Senior Management positions.

### SUMMARY OF EXPERIENCE

*(Provide a brief description of current and previous experience, education, and areas of responsibilities.)*

\_\_\_\_\_ has joined the \_\_\_\_\_ sales team to manage and develop the \_\_\_\_\_ development team. Prior to that she has worked as a Project Manager in the \_\_\_\_\_. She has managed multiple projects while at Oracle. Most recently she has managed \_\_\_\_\_ these have both been very high profile projects that have been under critical time pressure. Prior to that she was a project manager on the territories implementation project for \_\_\_\_\_.

### MANAGEMENT SKILLS

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

\_\_\_\_\_ is very well organized and is great at coordinating work within the team and across external teams. While working on projects she ensures that tasks are closely monitored and any slippage is clearly communicated to management. She is very good at working with people and people like working with her despite some of the critical time pressures the projects need to be delivered under. She always stays professional and is well liked and respected with \_\_\_\_\_.

### 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.)*

APR-08

█ will be managing the █ team. This team is a growing team and needs a dedicated manager to manage and hire new employees. It is essential that this person is well liked and respected in order to attract and retain employees.

**Metrics: Headcount and Span of Control**

Current Position HC: 4# Employees under this position \_\_\_\_; # Direct Reports \_\_\_\_: # Mgmt Level of reports \_\_\_\_  
Proposed Position HC: 4# Employees under this position \_\_6\_\_; # Direct Reports \_\_\_\_: # Mgmt Level of reports \_\_\_\_

**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.)*

None

**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?)*

█ always has a positive attitude and is a pleasure to work with. While wanting to be successful with her objectives, █ is a strong team player and willing to provide support and help where necessary. █ always takes the time to provide feedback and thanks for support given.

█ has built a strong reputation within █ and with the business users with whom she has worked she is as a project manager.

**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/Development both within and outside Oracle.)*

█ worked to successfully implement the territories solution for █ this is a highly complex area and is the foundation of █. █ has also worked to deliver a working prototype of an Oracle █ within 6 weeks. The █ an █ projects she is working on have both been presented to the Oracle board as key differentiators between Oracle and Sales Force dot com.

**RECOMMENDATIONS**

*(Comments from other senior management staff, both within and outside of group – minimum of three.)*

APR-08

██████████ – ██████████

As ██████ manager in the ██████████ Organization I worked with her for many years, from when she first joined the Oracle team. Over those years I have watched ██████ grow in leaps and bounds into an excellent project manager taking on each new challenge with enthusiasm and always exceeding my expectations. Whether working on small tactical projects or large scale implementations (such as her work as Project Manager for Oracle's global implementation of ██████████) ██████ goes to extra mile to ensure that she is truly involved in a project and not simply administering. ██████ has superb people skills, she deftly handles complex work relationships moving people forward to accomplish goals.

██████████ – ██████████

"█████ is an outstanding project manager. She ramped up to the ██████ project very fast and showed excellent project leadership in a project with loose role definitions. My team has been impressed with her from day 1 and pretty much demanded that she be put back on the ██████ project. She balances a strong drive with an understanding of reality. She is willing to take chances and take the heat to move a product forward. I highly recommend her promotion to Senior Manager"

### Position Criteria

(Senior management positions may include unique requirements, therefore template metrics are general guidelines, not hard rules.)

<b>FACTOR</b>	<b>DIRECTOR</b>	<b>SR. DIRECTOR</b>	<b>VICE PRESIDENT</b>
<b>Summary Of Experience</b>	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.
<b>Management Skills</b>	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	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	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

APR-08

	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.	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.	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.
<b>Scope Of Position</b>	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.	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.	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.
<b>Significance of Position and Impact On Oracle</b>	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.	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 establishment within their area and indirectly impacts multiple other areas. Suggests and justifies product direction with VP/SVP approval	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.
<b>External Visibility</b>	Visible	Highly visible	Highly visible, may meet with or represent Oracle with external contacts such as industry forums, key customers, partners, press or analysts.
<b>Teamwork and Internal Influence</b>	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

APR-08

<b>Achievements</b>	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.	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	Technical or managerial stature recognized within group, widely across and outside Oracle.Defines requirements for new projects and specifies, designs and develops product components accordingly.Represents group and Oracle both within and outside the company.
<b>Recommendations</b>	From Development senior management outside of VP's group	From senior managers, both within and outside Development.	From senior managers, both within and outside Development.

APR-08