

Consultant: \_\_\_\_\_ Division: \_\_\_\_\_  
 Manager: \_\_\_\_\_ Month: \_\_\_\_\_

	Month Actual	Month Target	¼ Actual	¼ Target	YTD Actual	YTD Target
Starters						
Boarded						

**Revenue Breakdown:**

Starters		Boarded Value	
No: Placements		Credit Value	
Av. Placement Fee		% Credits	

**Activity Breakdown:**

	Actual this month	Target this month
Candidates Interviewed		
CV's Sent		
Interviews		
Jobs		

**Ratio Analysis:**

	This month	3 month rolling average	Comments
Cand Int : 1st Int			
CV sent : 1st Int			
Jobs : placement			
Total Int : placement			
1st Int : 2nd Int			

Comments:

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**NEXT MONTH**

(Leave blank - fill out at your review)

Financial Target:	Next Month	YTD

**Business & Personal Priority Action Log**

	Priority - SMART Actions	Measures	Timings
1			
2			
3			
4			
5			
6			
7			
8			
9			

Agreed by: .....

Consultant: ..... Manager: .....