

CCS Insights - Training Needs Questionnaire

Feel the CCS & Co Difference

培训需求调查问卷 Training Needs Questionnaire

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| 部门 Department: | |
| 职位 Position: | |
| 姓名 Name: | |

本调查问卷全部为单选题 This questionnaire is all multiple choice questions

一、 培训意识调查 Training awareness survey

1. 员工犯错误，应给其主管上司处罚，你是否同意这种看法？

Employees who make mistakes should be punished by their supervisors. Do you agree with this view?

- A. 同意 Agree
- B. 不同意 Disagree
- C. 不完全同意 Not really agree

2. 你认为培训是一种 What do you think about training

- A. 负担 Burden
- B. 福利 Benefits
- C. 一项公司活动，可有可无 Just a company event, dispensable
- D. 工作忙时可稍为放松一些 Relax a little when you are busy

3. 你认为员工不按相关标准要求操作是因为

Employees do not operate according to relevant standards, what you think the reason is:

- A. 员工不知道，没有接受相应的培训 The staff did not know, did not receive the corresponding training
- B. 员工本人不自觉，明知故犯或缺少自律性

The employee himself is unaware, knowingly commits an offence or lack of self-discipline

- C. 管理与督导不力 Poor management and supervision
- D. 管理制度不严谨 the management system is not rigorous
- E. 其它原因 other reasons

二、培训需求调查 Training needs survey

4. 您觉得自己最需要哪类的培训，请列出三项，为什么？

What kind of training do you think you need most? Please list three items and why

1)

2)

3)

原因 Reasons:

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5. 您希望接受哪种培训方式 What kind of training do you want to receive?

A 讲师指导的课堂培训 Instructor-led classroom training

B. 在职培训 Hands-on training

C. 视频培训 Video training

D. 辅导与指导 Coaching and mentoring

E. 电脑和电子学习的培训 Computer-based and e-learning training

6. 对于接受内部和外部培训，你更愿意接受哪一种，为什么？

With regard to receiving internal and external training, which one are you more willing to accept and why

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7. 对于目前的培训工作，你有何建议？

What are your suggestions for the current training program

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8. 您希望您所在的部门为您提供哪些培训课程？

What training courses do you want your department to provide to you

| 培训课程 Training Courses | 培训时间 Training Period | 培训地点 Training Venue | 培训方式 Training Method |
|--------------------------|-------------------------|------------------------|-------------------------|
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9. 您希望公司能为您提供哪些培训课程？

What training courses do you hope the company can provide to you

| 培训课程 Training Courses | 培训时间 Training Period | 培训地点 Training Venue | 培训方式 Training Method |
|--------------------------|-------------------------|------------------------|-------------------------|
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10. 您在这段繁忙时期【Peak Period】的工作当中遇到的最大困难、障碍是什么？

What is the biggest obstacle you encountered during your work during this Peak Period?

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11. 您是如何理解自己将来的职业发展的呢？请简要说明您的看法

How do you understand your future career development? Please briefly explain your opinion

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For further consultation, please contact:

Chin Chee Seng

Partner

+6012 365 4331

cschin@ccs-co.com

Jared Low

Assurance Manager

+6018 763 4813

jared@ccs-co.com

Wong Woei Teng

Audit Manager

+6017 237 8233

woeiteng@ccs-co.com

Vivian Lim

HR Manager

+6012 618 6220

vivian@ccs-co.com

Yap Huey Shan

Assistant Audit Manager

+6012 369 7222

hueyshan@ccs-co.com

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