

## APPENDIX 1: QUESTIONNAIRE

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### TALENT IDENTIFICATION: KEY PREDICTORS OF POTENTIAL

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**Dear Sir/Madam,**

This survey is conducted as a requirement for the completion of the Master of Business Administration (MBA) programme in University of Malaya. The general purpose of this research is to study the relationship between 6 predictors of potential and talented individuals.

Kindly answer ALL questions. . Your responses will be strictly confidential and remain anonymous and will only be used for the purpose of academic research. This survey will take approximately 10 minutes to complete.

Your kind participation in this survey is highly valued and appreciated. Should you have any queries regarding this questionnaire, please do not hesitate to contact me as per below details.

**Thank you very much for your time and support.**

Regards,

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## Section A: Demographic Profile

Please enter the information indicated below.

**Gender:**       Male                       Female

**Age:**             Under 20                       21 - 30                       31 - 40  
                       41 - 50                       51 and above

**Ethnicity:**     Malay                       Chinese  
                       Indian                       Other: \_\_\_\_\_

**Highest education level:**     SPM / STPM  
     Certificate / Diploma  
     Degree  
     Postgraduate Degree (e.g. Master or Doctorate)  
     Professional Certificate  
     Other: \_\_\_\_\_

**Job level:**         Top Management  
                           Middle Management  
                           First Line Management  
                           Executive  
                           Support Staff

**Department / Division:**     Human Resources  
     Sales / Marketing  
     Finance / Accounting  
     Logistic / Distribution  
     IT  
     Other: \_\_\_\_\_

## Section B: Work Behaviour

Please rate yourself on each of the statements by choosing the appropriate rating from the scale provided.

Your chosen rating should reflect how consistently you demonstrate the behaviour described in the statement.

Please remember to be as open and honest as you can.

	<b>Never</b>	<b>Seldom</b>	<b>Sometimes</b>	<b>Often</b>	<b>Always</b>
I actively seek opportunities to learn new skills.					
I transfer what I have learnt to new situations.					
I am proactive in requesting feedback on my performance.					
I learn from mistakes.					
I ensure that mistakes are not repeated.					
I set challenging goals for myself.					
I am committed to achieving results.					
I take calculated risks to achieve objectives.					
I take the initiative to ensure my goals are achieved.					
I seek responsibility for work that is beyond what is required of me in my role.					
I present myself to others in a confident manner.					
I make quick decisions when required.					
I demonstrate conviction in my decisions.					
I demonstrate tenacity in overcoming obstacles.					
I look for opportunities out of setbacks.					
I take action without being prompted by others.					
I focus on activities that will maximise business success.					

	<b>Never</b>	<b>Seldom</b>	<b>Sometimes</b>	<b>Often</b>	<b>Always</b>
I promote change in order to drive the business forward.					
I anticipate future opportunities for the business.					
I inspire others to exceed goals.					
I challenge established thinking in a constructive way.					
I am proactive in looking to improve current processes to increase commercial success.					
I generate solutions to existing business problems by looking beyond the established methods.					
I look at problems from new angles.					
I suggest original approaches to solving a problem which others have not thought of.					
I demonstrate a positive approach to change.					
I adapt easily to new situations.					
I maintain composure when faced with unexpected problems.					
I am open to new ways of working.					
I frequently incorporate changes to my working methods.					
I make decisions in light of how they will be perceived by those from different cultures.					
I monitor the impact of my actions on people from different backgrounds.					
I understand the internal politics of the organisation.					
I relate well to individuals from other departments within the organisation.					
I relate well to employees at all levels in the organisation.					

	<b>Never</b>	<b>Seldom</b>	<b>Sometimes</b>	<b>Often</b>	<b>Always</b>
I demonstrate an understanding of issues in their broader context.					
I quickly get to the core of a problem.					
I identify potential risks of an approach.					
I weigh up the pros and cons before making a decision.					
I give clear reasons for making a decision.					
I formulate practical approaches to meet future objectives.					
I manage my own emotions especially when dealing with uncertain situations.					
I actively pursue opportunities for self-development.					
I consistently strive to exceed goals.					
I provide positive support to enable subordinates to achieve their potential.					
I consistently deliver results.					
I demonstrate technical knowledge in their field of work.					

Thank you for your participation in the questionnaire. Your responses will be strictly confidential and remain anonymous.

**- The End -**