



## Mentee Profile

The information you provide on this form will assist us in providing you with a list of prospective mentor from which to choose the most appropriate match. Once you've completed the form, please email it to [doementoringprogram@hq.doe.gov](mailto:doementoringprogram@hq.doe.gov). Thank you for your interest in the DOE Mentoring Program.

<b>Name (last/first):</b>		<b>Phone Number:</b>	
<b>Job Title/Series/Grade:</b>		<b>Organization (indicate HQ or field – complete address):</b>	
<b>Email Address:</b>		<b>Are you a Veteran? If yes, do want a veteran mentee? If yes, which branch of the service?</b>	
<b>Are you student or intern?</b>		<b>Do you have a preference on mentor? For example, male, female, particular career field, specific person or other? If so, what or who?</b>	
<b>Do you want a mentor in your career field?</b>		<b>What are your career goals?</b>	
<b>When are you available to participate (dates and times)?</b>		<b>What are your hobbies?</b>	
<b>Are you in a formal Career Development Program? If yes, which one?</b>			
<b>Areas of Expertise</b> Select the skills or areas of expertise that you could contribute most to a mentoring relationship.			
<b>UNIVERSAL COMPETENCIES (Select no more than 3) you want to develop</b>			
Oral Communication	Technology Utilization	Integrity/Honesty	Workplace Safety
Written Communication	Customer Service	Flexibility	
Interpersonal Skills	Public Service Motivation	Resilience	
Team Skills	Knowledge of DOE Business	Continual Learning	
<b>MANAGERIAL COMPETENCIES (Select no more than 3) you want to develop</b>			
Financial Management	Project Management		
Human Capital Management	Safety Management		
Technical Credibility	Program Management		
Process Improvement	Conflict Management		
<b>LEADERSHIP COMPETENCIES (Select no more than 3) you want to develop</b>			
Building Partnerships	Leveraging Diversity	Decisiveness	Influencing/Negotiating
Creativity & Innovation	Strategic Thinking	Entrepreneurship	Team Building
Developing Others	Vision	Problem Solving	Executing Strategy
External Awareness	Accountability	Political Savvy	Improving Organizational Performance