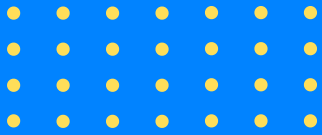
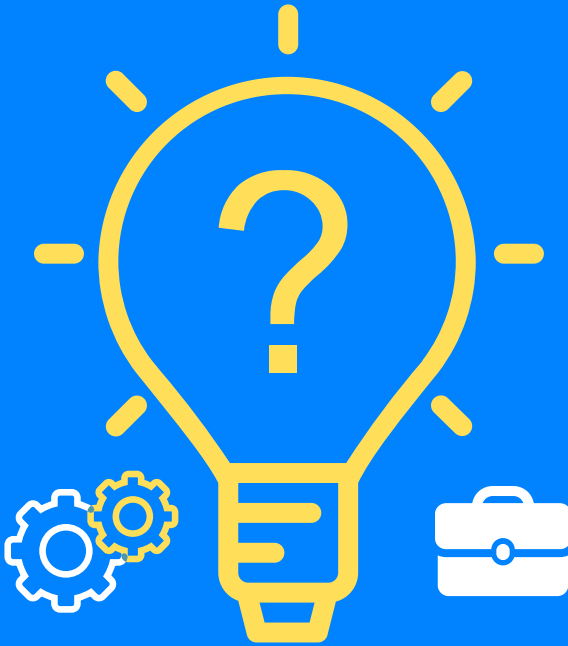


# Strategies for Your First 90 Days in a New Job



# YOU SHOULD START ASKING QUESTIONS PROACTIVELY



- 1) What should I accomplish in the first 30/60/90 days?
- 2) Ask how performance is measured?
- 3) what tools and documents do I use?
- 4) what expectations do you have from me?

# PIE STRATEGY

contribution to  
success



## 1) Performance (%10)

## 2) Image (%30)

Image means how other people in  
work perceive you

Build relationships and proactively  
find ways to help them

## 3) Exposure (%60)

Exposure means helping coworkers  
understand how meaningfully you  
contributed to the company by  
celebrating wins often.



# **Establish a 90-day plan**

**Understand Department Overview**

**Plan for Role expectation**

**Listening tours & meeting people**

**Schedule a meeting with the manager or colleagues to ask questions.**

**How can I find additional information?**

**Clarify things that don't make sense to you.**

**Key roles and responsibilities**

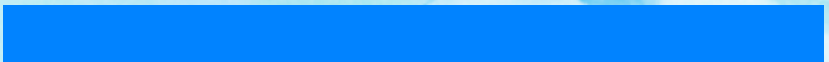
**Take notes during the meeting.**

# **What boundaries would you want**

**Write down your expectation  
for accessibility, scope, and  
authority**

**Scope: what is your job and  
what is not my job**

**Authority: What decisions do I  
have empowered to make**





**Proactively**

**Speak up**

**Find ways to add value.**

**Identify the skill gap to achieve your goals**

**Anticipate problems and find solutions.**

**Create shortcuts for others.**

**Create a reaction document to get feedback throughout the project**

# Listening tours with specific goals

What are your biggest projects

Get helpful information that is good for  
your role

Connect personally

try to find atleast one way to help  
your colleage





# **RECORD AND DOCUMENT YOUR PROGRESS**

A man in a dark suit stands with his back to the camera, looking out a large window at a city skyline during sunset. The sun is low on the horizon, casting a warm glow over the buildings. The sky is a mix of orange and blue. The floor is highly reflective, showing the man's silhouette.

**Explain your goals and intentions to your manager.**

**Ask your manager to build a development plan with you.**

**Ask what is the path to promotion.**

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