

12 signs you're a top performer





You find ways to lead at work

- Opportunities to lead just come naturally to you on team projects and in meetings.
- Your manager counts on you as a right hand person to get projects done on time & budget.



Be the senior you wanted & offer to career mentor bright young talent on the team.

2

You think a few career moves ahead

- You don't clock into a job, you're building a career and you're intentional about the roles and initiatives you work on.
- You proactively develop new skills & competencies.



Build your network to grasp what the role you want is like across companies.

3

You're the calm in the storm

- While others freak out, you're cool as a cucumber when crisis arises.
- You know chaos and anger don't help, so you move to solutions & supporting others.



**Focus on short term solutions
that give you the time to
brainstorm longer plans.**

4

You're kind of psychic sometimes

- You can see problems way before others and solve for them proactively.
- You have a strong read on other people and your gut feeling is nearly always right.



Find ways to map out what you see & connect the dots for others without this talent.



5 You're motivated by feedback

- You're not discouraged by feedback and are excited to improve.
- You're always down to prove that you can level yourself & your skills up more.



Clearly document what you're doing to address feedback and make it visible to others.



6 You balance speed and quality

- You believe in doing work to a high standard, but you're not weighed down by perfectionism.
- You develop systems and strengths to get things done faster and better.



Conduct regular time audits to see where you can streamline repetitive tasks.



You think about the bigger picture

- You can always see a few levels above to solve challenges or connect things to forward-looking initiatives.



- You think about how decisions will impact others down the line.



Look at previous multi-year strategic plans & the yearly updates to see this in action.



8 You act like a mature professional

- You're a natural model of the company values and always hold yourself to a high standard of professionalism.
- This doesn't mean you don't have fun, but you're reputation-aware.



Your conduct will be considered in any internal hiring or promotion decision.



9 You admit & address your mistakes

- Mistakes are rare for you, but when they do happen (you're human), you own up to them and find a solution.
- You learn & ensure those mess ups never happen again.



You can also help others address their errors & coach them gracefully.

10

You manage your energy well

- You understand that your energy is your most precious resource and manage it well.
- You're an effective delegator and prioritize time for rest so you can be at your best every day.



**Passionate people are some
of the first to burn out.
Manage your workload well.**



11 You listen to understand

- You listen to your colleagues and managers so you actually hear what they're saying.
- You respond thoughtfully and don't just spit out the first thing on your mind.



Get good at letting silences and pauses linger. Don't feel the need to fill a silence.

12

You build strategic relationships

- You build strong relationships with your teammates that lead to effective collaboration.
- You build cross-functional relationships and working on cross-team projects.



Networking outside your organization matters. Form one new connection weekly.

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Ashley Couto
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