



## Your First Year at CJC Congratulations!

Hard work, Loyalty and Diligence make the best employees. And we are glad to have you with all of these qualities as part of CJC.

$\square$ Think about professional development and new goal setting.
☐ This is a great time to review your retirement portfolio and UF Savings Plan: <a href="https://benefits.hr.ufl.edu/retirement/voluntary/">https://benefits.hr.ufl.edu/retirement/voluntary/</a> .
☐ Consider shadowing and learning about other parts of CJC.
☐ Work life balance is vital! Don't forget about the great benefits and perk at UF: <a href="https://worklife.hr.ufl.edu/family/">https://worklife.hr.ufl.edu/family/</a>
☐ Are you interested in joining any CJC Committees? If so, please contact <u>CJC-HR</u> .
☐ Please provide feedback about your CJC-Buddy experience to <u>CJC-HR.</u>
☐ What new skills have you learned in your job?
$\hfill\square$ What can you share with your colleague's that could help move CJC forward.
$\hfill \square$ Maximize this moment by evaluating your assigned duties and projects.
☐ Keep up the good work!