MU Murdoch University

Ngala kwop biddi.
Building a brighter
future, together.

17 Traits of High-Performing Employees

1. They don't just set goals, they create systems to achieve them.

2. They prefer action, starting quickly and without perfect information.

3. They communicate clearly and concisely.

4. They're never late, and often early.

5. They break big tasks down into smaller steps.

6. They aren't afraid to ask questions and admit they don't know.

7. They follow through on commitments without reminders.

8. They block time for deep, focused work.

9. They never bring a problem without also bringing a solution.

10. They seek feedback from peers and leaders frequently.

11. They listen actively and with an open mind.

12. They take responsibility for mistakes immediately.

13. They invest in continuous learning constantly.

14. They stay calm and positive, even in tough situations.

15. They don't get distracted by non-essential tasks, saying no often.

16. They adapt quickly when circumstances change.

17. They're kind.