



ILO People is our online talent management system for all staff members, giving access to internal training activities, job vacancies and the performance management tool. ILO People also serves as a platform for organisational skills mapping, workforce planning and career development through the **Employee Profile**. The **ILO Info** functionality is particularly useful for new staff as you can search for any staff member to see their function, email address, phone number and location.

ILO People is a user-friendly web-based application, available in English, French and Spanish. You can access it from anywhere in the world via the internet both from inside and outside the Office at the following link:

<https://performancemanager5.successfactors.eu/login?company=ILO>

Shortly after joining the ILO you will receive an email with instructions on how to login for the first time.

An overview of each area can be found below:

Learning:

You should get started with your individual learning by completing the **Internal Governance eLearning Programme**; an interactive programme covering key areas of governance at the ILO, which is mandatory for all fixed-term staff. You can take online learning activities, including over 50,000 courses on **LinkedIn Learning**, as well as enrol in any classroom-based training events that are available to you. Information on **Language** courses for staff at HQ can be accessed through the HRD intranet under [Capability Building Activities](#).

ILO Jobs

All vacancies worldwide are published in the recruitment tool called **ILO Jobs**. You can browse current vacancies and setup 'job alerts' to be notified when certain vacancies are published that are of interest to you. You can also complete your candidate profile, which synchronises with your Employee Profile.

Performance Appraisals:

All performance appraisals are completed online in ILO People. The [Performance Management at a Glance](#) document provides an overview of the Performance Management Framework (PMF). After a discussion with your supervisor you will be asked to draft and complete your performance appraisal. If you manage staff you also have a responsibility to complete appraisals for those staff that report to you. More information about the PMF is available on the HRD intranet under [Performance Management](#).

Employee Profile:

This profile is entered by you and synchronises with your candidate profile in ILO Jobs. You should enter your educational and professional background as well as your key skills. You can also add your aspirations in terms of functional or geographical mobility. The information is used by the Office in the areas of skills mapping, workforce planning and career development. Completing this information prior to the first performance appraisal discussion provides your manager with a deeper view of your background, skills and interests.

For support contact: ILOPEOPLE@ilo.org