

Establish Objectives
Mid-term Review
Annual Evaluation

EMPLOYEE PERFORMANCE EVALUATION FORM

mployee Name:	Title:	Department:	
Supervisor Name:	Title:	Department:	Performance Evaluation Cycle: 1 July 2018 – 30 June 2019
STABLISH OBJECTIVE	ES: Goals		
STABLISH ODJECTIV	ES: Caraor davalanman	.4	
STABLISH OBJECTIV	ES: Career developmen	it .	
ESTABLISH OBJECTIV	ES: Employee/supervis	or signatures	
Employee Signature		Supervisor Signature	
Printed Name		Printed Name	

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EMPLOYEE EVALUATION

	: (Employee lists accomplishments & achievement	s)
IID-TERM REVIEW: Supervisor eval	uation (Supervisor lists employee's accomplishme	nts & achievements)
III TERRIT REVIEW Supervisor Star		
VID-TERM REVIEW: Employee stren	ngths and opportunities for improvement (Superv	isor completes)
MID-TERM REVIEW: Employee stren	ngths and opportunities for improvement (Superv	isor completes)
/ID-TERM REVIEW: Employee stren	ngths and opportunities for improvement (Supervi	isor completes)
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		isor completes)
		isor completes)
MID-TERM REVIEW: Employee/sup	ervisor signatures	isor completes)
MID-TERM REVIEW: Employee/sup	ervisor signatures Supervisor Signature	isor completes)
MID-TERM REVIEW: Employee strer MID-TERM REVIEW: Employee/supe Employee Signature Printed Name	ervisor signatures	isor completes)
MID-TERM REVIEW: Employee/sup	ervisor signatures Supervisor Signature	isor completes)

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EMPLOYEE EVALUATION

	ent (Employee lists accomplishments & achievements)
NNUAL EVALUATION: Supervisor ev	aluation (Supervisor lists employee's accomplishments & achievements)
NNUAL EVALUATION: Employee str	rengths and opportunities for improvement (Supervisor completes)
ANNUAL EVALUATION: Employee/su	nervisor cianatures
ANNUAL EVALUATION: Employee/su	pervisor signatures
	pervisor signatures Supervisor Signature
Employee Signature	
Employee Signature Printed Name	Supervisor Signature
Employee Signature Printed Name	Supervisor Signature Printed Name
Employee Signature Printed Name	Supervisor Signature Printed Name
Employee Signature Printed Name Date	Supervisor Signature Printed Name
Printed Name	Supervisor Signature Printed Name
Employee Signature Printed Name Date ADDITIONAL COMMENTS:	Supervisor Signature Printed Name
Employee Signature Printed Name Date ADDITIONAL COMMENTS:	Supervisor Signature Printed Name
Employee Signature Printed Name Date ADDITIONAL COMMENTS:	Supervisor Signature Printed Name

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