

Employee Self-evaluation

(To be filled out by employee before evaluation meeting)

1. What are some of your major accomplishments during the review period?
2. Describe, as precisely as possible, the type of work you would like to do in the near future. Include longer range aspirations, if known.
3. Describe those areas which you would most like to improve.
4. Describe any strengths or talents you have that you are not using at this time.
5. What do you find most satisfying about your job?
6. What do you find most frustrating about your job?
7. Is there any area in which your supervisor can assist you in improving?
8. Do you feel your performance has been evaluated in a fair and objective manner? **Yes** **No**
(This question will be filled out at the end of the evaluation.)

Comments: