**EMPLOYEE SELF-EVALUATION FORM**

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| --- | --- | --- | --- | --- | --- |
| EMPLOYEE INFO | | | | | |
| EMPLOYEE NAME |  | | DEPARTMENT |  | |
| EMPLOYEE ID |  | | POSITION HELD |  | |
| REVIEW PERIOD | |  | DATE OF REVIEW | |  |
| CURRENT RESPONSIBILITIES | | | | | |
| List key responsibilities. | | | | | |
|  | | | | | |
| Assess your performance in relation to your key responsibilities. | | | | | |
|  | | | | | |
| PERFORMANCE GOALS | | | | | |
| List performance and work objectives. | | | | | |
|  | | | | | |
| Assess your performance in regard to previously set performance and work objectives. | | | | | |
|  | | | | | |
| CORE VALUES | | | | | |
| Assess your performance in relation to core values. | | | | | |
|  | | | | | |
| COMMENTS AND APPROVAL | | | | | |
| Include any additional comments. | | | | | |
|  | | | | | |
|  | | | | | |
| EMPLOYEE SIGNATURE |  | | | | |

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