**Employee Performance Review**

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| --- | --- | --- | --- |
| Employee name and title |  | Evaluation for the period: |  |
| Supervisor name and title |  | Department: |  |

# Goals and Objectives During This Evaluation Period

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# Achievements, Accomplishments, and Responsibilities (Completed By Employee)

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# Evaluation (Completed By Supervisor)

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# Strengths and Areas for Development

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# Suggested Career Progression Plan

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|  |

# Goals and Objectives for Next Evaluation Period

1.

2.

3.

# Employee Signature Supervisor Signature

|  |  |  |  |
| --- | --- | --- | --- |
| Signature |  | Signature |  |
| **Employee Name** |  | **Supervisor Name** |  |
| **Date** | [End date] | **Date** | [End date] |