Employee Self Evaluation

*Confidential*

|  |  |  |
| --- | --- | --- |
| Employee Name:  | Employee Nr: | Review Date: |
| Employee Position: | Terminal/Location: |
| 1. My most successful job accomplishments since the last performance period are:
 |
|  | * 1.
 |
|  | * 1.
 |
|  | * 1.
 |
|  | * 1.
 |
| 1. My least successful job accomplishments since the last performance period are:
 |
|  | * 1.
 |
|  | * 1.
 |
|  | * 1.
 |
| 1. My key strengths are:
 |
|  | 1.
 |
|  | 1.
 |
|  | 1.
 |
| 1. My weak areas are:
 |
|  | 1.
 |
|  | 1.
 |
| 1. Actions I will take to improve performance are:
 |
| General |  |
| Cooperation |  |
| Attitude: |  |
| Punctuality |  |
| 1. My Overall Rating of myself:
 |
| Employee’s Signature:  | Date and Time: **/** |
| Supervisor Signature: | Date and Time: **/** |