Employee Self Evaluation

*Confidential*

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| --- | --- | --- | --- | --- | --- | --- |
| Employee Name: | | | | Employee Nr: | | Review Date: |
| Employee Position: | | | | Terminal/Location: | | |
| 1. My most successful job accomplishments since the last performance period are: | | | | | | |
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| 1. My least successful job accomplishments since the last performance period are: | | | | | | |
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| 1. My key strengths are: | | | | | | |
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| 1. My weak areas are: | | | | | | |
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| 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: **/** | |