# Employee Evaluation

|  |  |  |  |
| --- | --- | --- | --- |
| Employee Name: |  | Evaluation for the period:  |  |
| Title: |  |  |  |
| Supervisor: |  | Department: |  |
| Title |  |  |  |

|  |
| --- |
| Goals and objectives during this evaluation period |
|  |
| Achievements, accomplishments, and responsibilities (completed by employee) |
|  |
| Evaluation (completed by supervisor) |
|  |
| Strengths and areas for development |
|  |
| Career development plan |
|  |
| Goals and objectives for next evaluation period |
|  |

|  |  |
| --- | --- |
| Employee Signature | Supervisor Signature |
|  |  |
| Date | Date |