

# EMPLOYEE EVALUATION

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

## 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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## CAREER DEVELOPMENT PLAN

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## GOALS AND OBJECTIVES FOR NEXT EVALUATION PERIOD

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EMPLOYEE SIGNATURE	SUPERVISOR SIGNATURE
<i>Date</i>	<i>Date</i>