

PERFORMANCE REPORT—OBJECTIVE

Employee _____ Date Hired _____
 Job Title _____ Salary _____ Date of Review _____

EVALUATION OF PERFORMANCE	S/W	COMMENTS
Team Player		
Meets Deadlines		
Organizational Skills		
Communication Skills		
Leadership Ability		
Interaction With Co-workers		
Attendance		
Quality of Work		

S=Strength; W=Weakness

EMPLOYER'S COMMENTS

AGREED OBJECTIVES

Date of Next Evaluation _____

Employee

Interviewer