

# PERFORMANCE REPORT—WRITTEN

Employee: \_\_\_\_\_ Date Hired: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Salary: \_\_\_\_\_ Date of Review: \_\_\_\_\_

## PERFORMANCE EVALUATION—INTERACTION WITH CO-WORKERS


## PERFORMANCE EVALUATION—PROFESSIONAL ATTRIBUTES


## PERFORMANCE EVALUATION—QUALITY OF WORK


## PERFORMANCE EVALUATION—EMPLOYEE OBLIGATIONS


## PERFORMANCE EVALUATION—ADDITIONAL COMMENTS


Date of Next Evaluation: \_\_\_\_\_

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Interviewer