Co-worker Evaluation Form

Co-worker Evaluations are used to assist supervisors in obtaining feedback on the employee's job performance. Any feedback that will assist the supervisor to improve the employee in the identified areas of performance will have a positive effect on the College's overall mission. The supervisor seeks peer feedback for the evaluation by requesting that a co-worker complete this Co-worker Evaluation form or interviewing co-workers in person or over the telephone to gather answers to the questions on this form. ALL INFORMATION MUST REMAIN CONFIDENTIAL.

Request feedback for Employee: _____

Request is made by Supervisor: _____

Employee providing Feedback: _____

1. How do the duties/services performed by this employee interface/interact with your department?

2. How do you describe this employee's ability to work with you and others within your department?

3. How receptive is this employee to your requests?

4. How would you describe this employee's personal communication and behavior when interacting with you or your department?

5. What recommendations do you have that would assist us in strengthening this working relationship?