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# Self Assessment for Appraisal Form

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## Introduction


- Employee Name:
- Position Title:
- Department:
- Appraisal Date:

## Self-Evaluation Criteria

- **Work Quality:**
  - ✓ Exceeds
  - ✓ Meets
  - ✓ Does Not MeetExplain:
- **Problem-Solving Skills:**
  - ✓ Exceeds
  - ✓ Meets
  - ✓ Does Not MeetExplain:
- **Reliability:**
  - ✓ Exceeds
  - ✓ Meets
  - ✓ Does Not MeetExplain:

## Personal Achievements and Goals

- Significant achievements since last evaluation:
- Short-term goals:

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- Long-term goals:

### **Employee Feedback Section**

- Feedback for improvement:
- Suggestions for the next appraisal cycle: