

# Employee Staff Self Evaluation Form

## Personal Information

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Department: \_\_\_\_\_

Review Period: \_\_\_\_\_

## Self-Reflection

1. What contributions have you made to the team's success?

\_\_\_\_\_

2. What strategies have helped you achieve your objectives?

\_\_\_\_\_

3. Describe a challenge you faced and how you resolved it.

\_\_\_\_\_

4. What additional resources or support would enhance your performance?

\_\_\_\_\_

5. List your career development plans or aspirations.

\_\_\_\_\_

## Feedback Table

Evaluation Category	Self-Rating	Evidence of Performance	Areas for Growth
Punctuality			
Task Accuracy			
Team Participation			

Employee Comments:

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**Supervisor's Signature:** \_\_\_\_\_

**Employee's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_