

# 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