|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |
|  | COMPANY NAME | | | |  |  |  |  |  |
|  | **EMPLOYEE** | | | |  |  |  |  |  |
|  | **PERFORMANCE** | | | |  |  |  |  |  |
|  | **EVALUATION** | | | |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  | **EMPLOYEE INFORMATION:** | | | |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  | **EMPLOYEE NAME** | | | JOHN DOE | **SUPERVISOR** | BARRY COLEMAN | | |  |
|  | **DEPARTMENT** | | | SALES | **REVIEW DATE** | 11/10/2023 | | |  |
|  |  |  |  |  |  |  |  |  |  |
|  |  | **OVERALL PERFORMANCE** | | | | |  | **RATING** |  |
|  | **84%** |  | ê | Punctuality at work, meetings, and events | | |  | 95% |  |
|  |  | ê | Developing job knowledge and skills | | |  | 88% |  |
|  |  | ê | Collaboration with colleagues | | |  | 77% |  |
|  |  | ê | Visibility within the organization | | |  | 66% |  |
|  |  |  | ê | Showcase creativity | | |  | 90% |  |
|  |  |  | ê | Providing ideas and insights | | |  | 88% |  |
|  |  |  |  |  |  |  |  | 84% | 16% |
|  |  | **IMPROVEMENTS** | | | | |  | **RATING** |  |
|  | **63%** |  | ê | Reports quality improvement | | |  | 45% |  |
|  |  | ê | Taking initiative | | |  | 75% |  |
|  |  | ê | Improving work quality | | |  | 65% |  |
|  |  | ê | New skills and trainings | | |  | 44% |  |
|  |  |  | ê | Dedication to the role and problem solving proactively | | |  | 87% |  |
|  |  |  | ê |  | | |  |  |  |
|  |  |  |  |  |  |  |  | 63% | 37% |
|  |  | **CORE VALUES** | | | | |  | **RATING** |  |
|  | **98%** |  | ê | Job role ownership, ability to learn, and win as a team | | |  | 98% |  |
|  |  | ê | Supporting and advancing organization's vision, mission, and values | | |  | 100% |  |
|  |  | ê | Internal system work knowledge | | |  | 99% |  |
|  |  | ê | Work ethic | | |  | 94% |  |
|  |  |  | ê |  | | |  |  |  |
|  |  |  | ê |  | | |  |  |  |
|  |  |  |  |  |  |  |  | 98% | 2% |
|  |  | **GOALS ACHIEVED** | | | | |  | **RATING** |  |
|  | **81%** |  | ê | 2023 Q3 Sales targets achievement | | |  | 60% |  |
|  |  | ê | Milestones and timelines | | |  | 89% |  |
|  |  | ê | Positive influence to the company overall sales results | | |  | 90% |  |
|  |  | ê | New leads generation | | |  | 85% |  |
|  |  |  | ê |  | | |  |  |  |
|  |  |  | ê |  | | |  |  |  |
|  |  |  |  |  |  |  |  | 81% | 19% |
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