

Employee Performance Review Form 2002

Employee:	Date of Review:
	From: _____ To: _____
Department:	Job Title:
<u>OVERALL EVALUATION SUMMARY:</u>	
<u>Essential Job Functions & Responsibilities:</u>	
Job Description has been reviewed (and updated, if needed): Yes <input type="checkbox"/> No <input type="checkbox"/>	
<u>Accomplishments</u>	
Please list this individual's top accomplishments this year.	
<u>Strengths</u>	
Please list this individual's strengths, and after each, give a specific example of an instance where this strength was exemplified.	