

8. Working Relationships Consider the willingness to work with and help others, the ability to accept constructive criticism, and cooperate with fellow employees and supervisors.

☐ Outstanding ☐ Very Good ☐ Good ☐ Below Average ☐ Unsatisfactory

Comments: _____

9. Adherence to Company Policies Consider overall compliance with policies and procedures regarding safety, dress code, harassment-free environment and others.

☐ Outstanding ☐ Very Good ☐ Good ☐ Below Average ☐ Unsatisfactory

Comments: _____

10. Other _____

☐ Outstanding ☐ Very Good ☐ Good ☐ Below Average ☐ Unsatisfactory

Comments: _____

Overall Performance Rating

☐ OUTSTANDING ☐ VERY GOOD ☐ GOOD ☐ BELOW AVERAGE ☐ UNSATISFACTORY

Supervisor's comments on overall performance: _____

Employee's comments: _____

Specific actions employee must take to improve performance within specified time: _____

Evaluator's signature _____ Date ____/____/____

Employee's signature _____ Date reviewed with employee: _____