Five Colleges, Inc.
Staff Performance Self-Evaluation 2012

Employee’s Name:  
Supervisor’s Name:  

Job Title:  
Evaluation Period:  

PERFORMANCE FACTORS
Address the following factors:

- QUANTITY AND QUALITY OF WORK – accuracy, thoroughness, dependability of results, completion of assignments in a timely fashion
- OUTCOMES TOWARDS GOALS – annual accomplishments contributing to consortium’s mission and defined goals
- JUDGMENT AND DEPENDABILITY – effectiveness of thought, analysis, sound reasoning and results, extent to which person can be counted on to carry out assignments; attendance and tardiness
- RELATIONSHIPS WITH OTHERS – interaction with supervisors, colleagues, faculty; ability to establish work priorities
- GOALS FOR COMING YEAR - employee’s ideas towards goal-setting for the coming year (to be discussed with Supervisor)

Employee Self-Evaluation on Performance Factors:

Employee Signature:  
Date:  

______________________________________  ______________________________________