

Employee Self-Evaluation Form Template

All questions are optional. Select one answer for each choice question.

Write your answers to the open questions in the space provided.

Reflect on the review period named by your manager. Use specific work examples without sharing confidential records. Your answers will support a review discussion, not create an automatic rating. All fields are optional.

1. What name or employee reference should identify this review?

2. Which review period does this reflection cover?

3. Which agreed goal or responsibility received most of your attention?

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4. What work are you most pleased with, and what example supports that?

5. What did not go as planned, and what affected the outcome?

6. What did you learn that you would apply differently next time?

7. What support would help you develop or do your work better?

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All questions are optional. Select one answer for each choice question.

Write your answers to the open questions in the space provided.

8. What should be a priority for your next review period?
