



# **Employee Performance Evaluation**

Employee \_\_\_\_\_

Date \_\_\_\_\_

1. Employee has a high degree of knowledge and expertise of his or her job

\_\_\_\_\_ Excellent \_\_\_\_\_ Good \_\_\_\_\_ Average \_\_\_\_\_ Below Average

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2. Employee exhibits a positive attitude while on the job

\_\_\_\_\_ Excellent \_\_\_\_\_ Good \_\_\_\_\_ Average \_\_\_\_\_ Below Average

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3. Employee has shown a willingness to work outside his or her job function

\_\_\_\_\_ Excellent \_\_\_\_\_ Good \_\_\_\_\_ Average \_\_\_\_\_ Below Average

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4. Employee has attempted to upgrade his or her skills and knowledge of the job

\_\_\_\_\_ Excellent \_\_\_\_\_ Good \_\_\_\_\_ Average \_\_\_\_\_ Below Average

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5. Employee has met all goals, targets and performance expectations

\_\_\_\_\_ Excellent \_\_\_\_\_ Good \_\_\_\_\_ Average \_\_\_\_\_ Below Average

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6. Employee is a positive influence on other staff members

\_\_\_\_\_ Excellent \_\_\_\_\_ Good \_\_\_\_\_ Average \_\_\_\_\_ Below Average

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7. Employee maintains a professional appearance and demeanor

\_\_\_\_\_ Excellent \_\_\_\_\_ Good \_\_\_\_\_ Average \_\_\_\_\_ Below Average

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8. Employee is conscientious about attendance and punctuality

\_\_\_\_\_ Excellent \_\_\_\_\_ Good \_\_\_\_\_ Average \_\_\_\_\_ Below Average

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9. Employee exhibits a good understanding and implementation of customer service

\_\_\_\_\_ Excellent \_\_\_\_\_ Good \_\_\_\_\_ Average \_\_\_\_\_ Below Average

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Comments

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Reviewed by \_\_\_\_\_

Employee signature \_\_\_\_\_

■ What has made you a better employee today than you were your last review (or when you started)?

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■ What can we do to help you become a more effective and productive employee during the next evaluation period?

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■ What do you feel is the key to (Name of Center) becoming a more successful bowling center?

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