

PERFORMANCE CATEGORY			
① Needs improvement ② Satisfactory ③ Excellent	①	②	③
WORKPLACE CONDUCT			
Courtesy and professionalism			
Dress and grooming			
Respect for property and equipment			
Observance of workplace regulations			

ATTITUDE			
Eagerness to work/learn			
Ability to work with others			
Poise and self-confidence			
Ability to accept responsibility			
Ability to accept and respond to criticism			

OVER ALL PERFORMANCE RATING			

GENERAL COMMENTS: _____

SUGGESTIONS FOR IMPROVEMENTS: _____
