| **NEW EMPLOYEE PERFORMANCE REVIEW** |
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| Employee name  |  |
| Position  |  |
| Start of employment  |  |
| Reviewer |  |
| Date of review |  |
| Has the employee finished onboarding successfully? |
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| How is the employee fitting in with the team? |
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| Is the employee punctual and respects deadlines? |
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| Does the employee show willingness to learn and develop their skills? |
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| Give an example of a situation where the employee showed initiative.  |
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| Areas for improvement  |
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| Reviewer’s comments |
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