## **SIMPLE PERFORMANCE REVIEW**

**Employee:**

**Reviewer**:

**Date of review**:

| 1. Does the employee respect deadlines?
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| 1. How well does the employee work together with other team members?
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| 1. How are the employees organizational skills?
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| 1. How often does the employee show initiative?
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| 1. Does the employee show potential to work in a managerial position in the future?
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| 1. How can the company help the employee develop further?
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| 1. Is there anything you would like to add?
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| Areas of work where the employee excels |
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| Space for improvement |
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