

Paul Sawyer Public Library Employee Review

Employee name:	Position title:
Start date:	Position start date:
Reviewers name:	Reviewer's title:

Criteria	Excellent	Satisfactory	Needs Improvement	Comments
Public service				
Accountability				
Initiative / Responsibility				
Job knowledge				
Cooperation / Collaboration				
Planning / Organization				
Productivity				
Quality of work				
Communication				

Training / Workshops attended this year:

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Job development needs:

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Goals:

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Employee comments:

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Employee signature:	Date:
Supervisor signature:	Date:
Department head signature:	Date:
Director signature:	Date: