



90 DAY PERFORMANCE EVALUATION

Employee Name

Supervisor Name

Position

Department

Date Hired

Supervisor place an 'X' in the column that best describes the Employee's ability to perform these job requirements.

	1 – Below Expectations	2 – Meets Expectations	3 – Exceeds Expectations	Comments
Delivers Value for the Customer				
Creates & Leverage Partnerships				
Integrate Expertise with Business Strategy				
Meets Objectives				
Functions During Change & Uncertainty				
Total				
Overall Performance Objective Rating				

Development Objectives

Target Date

1)		_____
2)		_____
3)		_____

EMPLOYEE SECTION – to be completed by employee

1= Strongly Agree 2= Agree 3= Neutral 4= Disagree
5= Strongly Disagree

- ___ The environment at McDaniels is supportive of the expression of different opinions, styles, and perceptions.
- ___ People are concerned about what is good for the entire organization instead of what is good for themselves or their group/department
- ___ I get the information I need to coordinate my work with others
- ___ The information I receive from management is straightforward and honest
- ___ I am kept informed about what's going on in the company
- ___ I have the information I need to do my job well
- ___ Management listens and responds to my concerns
- ___ E-mail is used appropriately
- ___ Voice Mail is used appropriately
- ___ Overall, I am satisfied with communication and involvement
- ___ People are focused on solutions, rather than blame
- ___ Overall, I am satisfied with McDaniels company image and culture

Employee Signature

Supervisor Signature