

# Remote Employee Evaluation Form Sample

This **remote employee evaluation form sample** helps managers effectively assess the performance and productivity of remote team members. It includes criteria for communication, time management, and goal achievement. Use this template to streamline remote performance reviews and foster employee development.

Employee Information

Employee Name:

Position/Role:

Review Period:

Performance Criteria

1. Communication

☐ Excellent

☐ Good

☐ Satisfactory

☐ Needs Improvement

2. Time Management

☐ Excellent

☐ Good

☐ Satisfactory

☐ Needs Improvement

3. Goal Achievement

☐ Excellent

☐ Good

☐ Satisfactory

☐ Needs Improvement

4. Collaboration & Teamwork

☐ Excellent

☐ Good

☐ Satisfactory

☐ Needs Improvement

5. Initiative & Problem Solving

☐ Excellent

☐ Good

☐ Satisfactory

☐ Needs Improvement

Additional Comments

Provide detailed feedback, examples, or suggestions for improvement.

Overall Rating

Select

Submit Evaluation