

Sample Employee Behavior Assessment Form

The **employee behavior assessment form** is a tool designed to evaluate an individual's conduct and professionalism in the workplace. It helps managers identify strengths and areas for improvement to foster a positive work environment. Regular assessments ensure consistent performance and support employee development.

Employee Information

Employee Name:		Employee ID:	
Department:		Position:	
Date of Assessment:		Assessor's Name:	

Behavior Assessment Criteria

Criteria	Exceeds Expectations	Meets Expectations	Needs Improvement	Comments
Professionalism	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Communication Skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Teamwork	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Reliability & Punctuality	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Adaptability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Overall Comments & Recommendations

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