

# Self-Assessment Performance Evaluation Form

## Sample

The **Self-Assessment Performance Evaluation Form** sample provides a structured template for employees to reflect on their job performance and set future goals. This form encourages honest self-reflection and helps facilitate meaningful discussions between employees and managers. Utilizing this sample can improve performance review processes and enhance personal development plans.

Employee Name:

Position/Title:

Review Period:

1. Key Accomplishments

Describe your main achievements during this review period.

2. Challenges Faced & Solutions

Outline any significant challenges and how you addressed them.

3. Strengths

Highlight your strengths and areas you excelled in.

4. Areas for Development

Identify areas where you can improve or develop new skills.

5. Goals for Next Review Period

Set specific, measurable goals for the upcoming period.

6. Support/Resources Needed

List any support, tools, or resources that would help you achieve your goals.

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### Manager's Feedback (To be completed by Manager)

Strengths Noted	Areas for Improvement	Suggested Actions

**Manager's Overall Comments:**

Manager may provide additional feedback or comments here.