

Performance Feedback Form

This **performance feedback form** sample is designed to provide clear and concise evaluations, helping organizations improve employee productivity and growth. Its simple layout ensures ease of use, allowing for quick and effective feedback collection. By focusing on key performance areas, this form supports constructive conversations between managers and team members.

Employee Name:

Reviewer Name:

Review Period:

e.g. Jan 2024 - Jun 2024

Key Performance Areas

Quality of Work:

Select

Teamwork & Collaboration:

Select

Communication:

Select

Reliability & Punctuality:

Select

Strengths:

Describe areas of strength...

Areas for Improvement:

Describe areas for improvement...

Additional Comments:

Any other feedback or notes...

Submit Feedback