

Annual Workplace Feedback Form Sample with Ratings

The **annual workplace feedback form sample** with ratings provides a structured way to evaluate employee performance and gather valuable insights. This form uses a rating scale to assess various aspects of the work environment and individual contributions. It helps organizations identify areas for improvement and recognize achievements effectively.

Employee Information

Employee Name:	<input type="text"/>	Department:	<input type="text"/>
Position:	<input type="text"/>	Reviewer:	<input type="text"/>

Performance Evaluation

Criteria	1 (Needs Improvement)	2 (Fair)	3 (Good)	4 (Very Good)	5 (Excellent)
Job Knowledge	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Quality of Work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Teamwork	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Communication Skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Punctuality & Attendance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Problem Solving	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Strengths

Describe employee's key strengths

Areas for Improvement

List areas where improvement is needed

Additional Comments

Any other feedback or suggestions

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