

Job Evaluation Form Sample with Performance Metrics

A **job evaluation form sample** with performance metrics helps in assessing employee roles based on key performance indicators. This tool ensures objective measurement of job effectiveness and alignment with organizational goals. It facilitates fair compensation and career development decisions.

Employee Name:

Job Title:

Department:

Evaluation Period:

 MM/YYYY - MM/YYYY

Performance Metrics

KPI / Metric	Description	Rating (1-5)	Comments
Quality of Work	Accuracy, thoroughness, and attention to detail.	<input type="text"/> -- ▾	<input type="text"/>
Productivity	Amount and timeliness of work completed.	<input type="text"/> -- ▾	<input type="text"/>
Teamwork	Ability to cooperate and collaborate with others.	<input type="text"/> -- ▾	<input type="text"/>
Initiative	Willingness to take on new responsibilities and challenges.	<input type="text"/> -- ▾	<input type="text"/>
Communication	Effectiveness in oral and written communication.	<input type="text"/> -- ▾	<input type="text"/>

Overall Performance Summary:

Development Plan / Recommendations:

Evaluator Name:

Date: