

Job Evaluation Form Sample: Managerial Role

A **job evaluation form sample** for managerial roles helps systematically assess the responsibilities and qualifications required for leadership positions. This form ensures fair comparison and appropriate compensation by evaluating key competencies and job impact. Utilizing a standardized template streamlines the recruitment and performance review process.

Job Information

Job Title	
Department	
Manager/Supervisor	
Date of Evaluation	
Evaluator Name/Title	

1. Key Responsibilities

Responsibility	Frequency	Importance (1-5)	Comments

2. Required Qualifications

Qualification	Required (Yes/No)	Preferred (Yes/No)
Educational Degree		
Years of Experience		
Certifications		
Technical Skills		

3. Key Competencies

Competency	Assessment Rating (1-5)	Evidence/Comments
Leadership		
Strategic Thinking		
Communication		
Decision-Making		
Team Development		

4. Job Impact & Scope

Area	Description	Assessment
Budget/Financial Responsibility		
Number of Direct Reports		
Decision-Making Authority		
Impact on Business Outcomes		

5. Additional Comments & Recommendations

Comments / Recommendations

Evaluator Signature

Name		Date	
Signature			