

Self-Assessment Performance Appraisal Survey Examples

Self-assessment **performance appraisal** survey examples provide valuable insights by allowing employees to evaluate their own job performance. These surveys encourage honest reflection and help identify strengths and areas for improvement. Using clear, structured questions ensures accurate and meaningful feedback during the appraisal process.

Sample Survey Questions

1. Job Responsibilities

- How well do you feel you have fulfilled your primary job responsibilities?
- What key accomplishments are you most proud of this review period?
- Are there tasks or projects you feel could have been managed better? Please explain.

2. Strengths and Skills

- Which skills or strengths have helped you to succeed in your role?
- Provide examples of how these strengths have contributed to your team or department.

3. Areas for Improvement

- Identify areas where you believe improvement is needed.
- What steps have you already taken or plan to take to improve in these areas?

4. Professional Development

- Are there any additional skills or knowledge you would like to develop?
- What resources or support would help you achieve your development goals?

5. Feedback and Support

- What kind of feedback or support would help you perform better?
- Is there anything your manager or the company can do to assist you with your goals?

Tips for Effective Self-Assessment Surveys

- Encourage honesty and self-reflection.
- Use a mix of open-ended and quantitative questions.
- Keep the survey concise and focused on specific outcomes.
- Ensure confidentiality to promote candid feedback.