**Employee Self-Evaluation**

**Employee:** Click here to enter text. **Manager:** Click here to enter text.

**Title:** Click here to enter text. **Review Period:** FY2018

*\*\* Complete and return to Manager \*\**

1. **Please take a brief moment to confirm your understanding of your manager’s expectations of you, i.e. projects to be completed, areas of responsibility, how you check in with your manager, etc.**

Click here to enter text.

1. **What are your areas of strength?**

Click here to enter text.

1. **What have been your major accomplishments during FY2018?**

Click here to enter text.

1. **What are your key areas for improvement?**

Click here to enter text.

1. **What are your development / career goals for the upcoming year? What are your long-term career goals?**

Click here to enter text.

1. **What could your manager stop, start, and/or continue doing to help you be more effective or productive in your job?**

Click here to enter text.

1. **How often would you like to review progress on your goals with your manager (weekly/monthly/quarterly)?**

Click here to enter text.

1. **Additional comments:**

Click here to enter text.