



## Management Employee Self-Evaluation

Employee's Name	Department
Working Title	Supervisor's Name
Date	Supervisor's Title

**TO THE EMPLOYEE:** You are invited to use the lower portion of this page (and additional sheets as necessary) to list any information which you believe should be considered by your supervisor when evaluating your performance. You may wish to cite specific accomplishments, unusual circumstances, changes in the scope of your assignment, critical issues affecting your area of responsibility and any other issues you consider pertinent to the evaluation of your performance.

It is not necessary to detail every aspect of your assignment, nor is it necessary to document information already obviously known to your supervisor.

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