



Staff Employee Self-Evaluation

Employee's Name	Department
Job Classification	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 your assigned duties and responsibilities, and any other relevant information.

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