Employee Performance										
Employee Information	ı:									
Name of Employee: Employee ID: Designation: Department: Contact No: Email ID:										
Ratings	1 = Poor	2 = Fair	3=Satisfactory	4 = Good	5 = Excellent					
Job Knowledge										
Comments					1					
Work Quality										
Comments										
Attendance/Punctuality										
Comments										
Productivity										
Comments										
Communication/Listening Skills										

Comments			
Dependability			
Comments			
Overall Rating (average the rating numbers above)			
Verification of Review			