

Performance Evaluation for Junior Civil Engineer

Name of Employee: _____

Name of Evaluator: _____

Evaluation period: _____

Date of Evaluation: _____

Evaluation Criteria

Rating Scale: 1 = Needs Improvement, 2 = Meets Expectations, 3 = Exceeds Expectations

Communication

Being very clear when passing technical data across to team and stakeholders.

Rating: _____

Comments: _____

Collaboration

How well working with cross-functional team towards project objectives.

Rating: _____

Comments: _____

Problem-Solving

Determining whether the person can identify, analyze, and solve project problem

Rating: _____

Comments: _____

Delivery

Punctuality and reliability pertaining to project milestones and deadlines.

Rating: _____

Comments: _____

Quality

In alignment with engineering standards, safety regulations and specifications of the project.

Rating: _____

Comments: _____

Development Suggestion

Skill Development: _____

Process Improvement: _____

Other Areas for Professional Development: _____

Signatures:

Evaluator: _____ Date: _____

Employee: _____ Date: _____