PERFORMANCE APPRAISAL FOR MANAGERS



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MANAGER SUPERVISOR PERFORMANCE APPRAISAL

MANAGER/SUPERVISOR PERFORMANCE APPRAISAL. INSTRUCTIONS: 1. At the beginning of each annual evaluation period list the performance goals for the coming year on page three. Also place a check mark to the left of any competency statement on page two requiring particular attention by the Manager/Supervisor. Give a copy to the Manager/Supervisor. 2.

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Ways for a Manager to Prepare for a Performance Review

The annual employee performance review is an essential human resource process for documenting how well an employee performed throughout the year, an opportunity to provide feedback to the employee, and serves as a springboard for setting performance and development objectives for the coming year.

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Examples of Performance Appraisals Bizfluent

Performance appraisals of employees can take many forms, both formal and informal. Appraisals can be used to motivate your staff, as well as to improve poor performance and recognize good performance. They are a vital part of coaching your staff to peak performance.

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