**FORMULIR PENILAIAN KINERJA KARYAWAN**

**Periode :** ………………………………………………………………………………………………………….

Nama : ………………………………………………………………………………………………………….

Departemen : ………………………………………………………………………………………………………….

**Aspek Penilaian :**

|  |  |  |  |
| --- | --- | --- | --- |
| **NO** | **Aspek Penilaian** | **Bobot** | **Nilai** |
| 1 | Presensi | 30% |  |
| 2 | Waktu Kerja | 20% |  |
| 3 | Perilaku | 50% |  |
| **Total** | | |  |

Komentar : ……………………………………………………………………………………………….

……………………………………………………………………………………………………………………………………………….

**Rekomendasi Keputusan :** ……………………………………………………………………………………………..

|  |  |
| --- | --- |
| Diberikan……………… | Diterima……………… |
|  |  |
|  |  |
|  |  |
|  |  |
| **Manager Departemen** | **Manager HRD** |