

Seasonal Employee Performance Assessment Sheet

Employee Information

Employee Name:

Employee ID:

Position:

Department:

Assessment Period:

Date of Assessment:

Supervisor:

Performance Criteria

Criteria	Rating	Comments
Punctuality & Attendance	<input type="text"/>	<input type="text"/>
Quality of Work	<input type="text"/>	<input type="text"/>
Productivity	<input type="text"/>	<input type="text"/>
Teamwork	<input type="text"/>	<input type="text"/>
Communication	<input type="text"/>	<input type="text"/>
Initiative	<input type="text"/>	<input type="text"/>
Adaptability	<input type="text"/>	<input type="text"/>

Overall Comments

Employee Comments

Signatures

Employee Signature:

Date:

Supervisor Signature:

Date: