

CAREER DEVELOPMENT

What efforts were made during this evaluation period to review required expectations, discuss progress, identify strengths and weaknesses and identify developmental or corrective action needed?

If performance is below expectations in any area for this rating period, what corrective action is recommended?

Are additions/changes needed on the employee's description? Yes No

If yes, attach revised job description.

What suggestions do you have at this time for this employee's career development?

[Empty box for additional comments or suggestions]