



THE UNIVERSITY OF ALABAMA EMPLOYEE SELF-ASSESSMENT

Section 1: Staff Member Information

Name: _____ CWID: _____

Supervisor Name: _____ Performance Year: _____

Section 2: Self-Assessment

Please attach additional sheets if necessary when answering the following questions.

1. What were your major achievements in the past year? _____

2. Who are your primary customers and how well have you served them this past year?

3. What are the areas of your performance (behavior and results) on which you could improve?
Please describe.

4. Are there additional skills or knowledge that would help you more effectively perform your
present job or enhance your skill opportunities? If yes, please list.

5. What goals/objectives do you expect to accomplish during the next year?

List the subjects you would like to discuss during your annual performance evaluation meeting.

1. _____
2. _____
3. _____

Employee Signature

Date