SUPERVISOR'S EVALUATION OF EMPLOYEE IN UPWARD MOBILITY TRAINING

☐ UPWARD MOBILITY ☐ CAREER LADDER ☐ VRA ☐ SECURITY ☐ OTHER (Specify) _____

PERIOD COVERING (QUARTER/MONTH ENDING) - Refer to guidance on the program to determine the frequency.

NAME	EMPLOYEE NO.	POSITION

DEPARTMENT	DIVISION	SECTION

INSTRUCTIONS: The immediate supervisor will evaluate the employee in training objectively, comparing him/her with other employees undergoing the same training, with other personnel assigned the same or similar work, or with individual standards.

	RELATIONS WITH OTHERS		ATTITUDE/APPLICATION TO WORK		JUDGMENT
☐	EXCEPTIONALLY WELL-ACCEPTED	☐	OUTSTANDING IN ENTHUSIAM	☐	EXCEPTIONALLY MATURE
☐	WORKS WELL WITH OTHERS	☐	VERY INTERESTED & INDUSTRIOUS	☐	ABOVE AVERAGE IN MAKING DECISIONS
☐	GETS ALONG SATISFACTORILY	☐	AVERAGE IN DILIGENCE & INTEREST	☐	USUALLY MAKES THE RIGHT DECISION
☐	HAS SOME DIFFICULTY WORKING WITH OTHERS	☐	SOMEWHAT INDIFFERENT TO WORK	☐	OFTEN USES POOR JUDGMENT
☐	WORKS VERY POORLY WITH OTHERS	☐	DEFINITELY NOT INTERESTED	☐	CONSISTENTLY USES BAD JUDGMENT
	DEPENDABILITY		**ABILITY TO LEARN**		**QUALITY OF WORK**
☐	COMPLETELY DEPENDABLE	☐	LEARNS VERY QUICKLY	☐	EXCELLENT
☐	ABOVE AVERAGE IN DEPENDABILITY	☐	LEARNS READILY	☐	VERY GOOD
☐	USUALLY DEPENDABLE	☐	AVERAGE IN LEARNING	☐	AVERAGE
☐	SOMETIMES NEGLECTFUL/CARELESS	☐	RATHER SLOW TO LEARN	☐	BELOW AVERAGE
☐	UNRELIABLE	☐	VERY SLOW TO LEARN	☐	VERY POOR
	QUALITY OF WORK		**ATTENDANCE**		**PUNCTUALITY**
☐	CONSISTENTLY EXCEEDS REQUIREMENTS	☐	REGULAR	☐	REGULAR
☐	FREQUENTLY EXCEEDS REQUIREMENTS	☐	IRREGULAR	☐	IRREGULAR
☐	MEETS REQUIREMENTS		**OVERALL PERFORMANCE**		
☐	FREQUENTLY BELOW REQUIREMENTS	**OUTSTANDING**	**VERY GOOD**	**AVERAGE**	**MARGINAL** / **UNSAT**
☐	CONSISTENTLY BELOW REQUIREMENTS	☐	☐	☐	☐ / ☐

BRIEFLY DESCRIBE TRAINING ASSIGNMENT(S) SATISFACTORILY COMPLETED DURING THIS RATING PERIOD. (NOTE: Also include those currently in progress.)

NETPDTC 12410/25 (04/02)

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EMAIL TO: