




III. SUMMARIZE THE PERFORMANCE OVER THE PAST YEAR:

 is a "can-do" person - very responsible and reliable, and always seeking the best solutions. Although he has had a rough several months with health issues in his family, the job has not suffered in any way.

IV. INDICATE OR LIST SUGGESTED WAYS, IF ANY, EMPLOYEE CAN IMPROVE JOB PERFORMANCE:

More attention to personnel issues (correcting employees) is sometimes necessary, but overlooked

V. OVERALL RATING OF STAFF EMPLOYEE PERFORMANCE: (Circle One)

- Excellent Overall performance of job responsibilities and productivity is at a level that is consistently (>90% of the time) above that which is normally expected or required.
- Outstanding Overall performance of job responsibilities and productivity is at a level that is usually (>70% of the time) above that which is normally expected or required.
- Exceeds Job Requirements Overall performance of job responsibilities and productivity is at a level that is often (>50% of the time) above that which is normally expected or required.
- Meets Job Requirements Overall performance of job responsibilities and productivity is at a level that is normally expected or required.
- Does Not Meet Job Requirements Overall performance of job responsibilities and productivity is sometimes at a level below what is normally expected or required.

VI. SIGNATURES:

Employee Acknowledgment:  Date 6-9-08

Supervisor:  Date 6-9-08

NOTE: Attach supporting documents if necessary.