



Field Performance Review -Supervisor-

Employee:	Position:
Supervisor:	Date From: To:

This document is designed to help you review the employee’s current performance, knowledge, skills and abilities.

Using the scale below, please circle the number that most accurately describes your perception of the employee for each item.

1 = less likely 5 = highly likely N/A = Not applicable

1	Is effective at keeping the job site clean	1	2	3	4	5	N/A
2	Appropriately dressed for role/job	1	2	3	4	5	N/A
3	Always has the correct tool on hand for the job	1	2	3	4	5	N/A
4	Displays an eagerness to learn	1	2	3	4	5	N/A
5	Arrives to work on time consistently	1	2	3	4	5	N/A
6	Adheres to all safety requirements; dust, dirt, security, safety	1	2	3	4	5	N/A
7	Completes weekly timecard	1	2	3	4	5	N/A
8	Is responsible for his/her actions	1	2	3	4	5	N/A
9	Performs well under difficult or unusual circumstances	1	2	3	4	5	N/A
10	Always maintains a clean and tidy vehicle (if applicable)	1	2	3	4	5	N/A
11	Is a team player and encourages others to perform well	1	2	3	4	5	N/A
12	Able to work with supervisor towards building a productive team	1	2	3	4	5	N/A
13	Policies, rules and regulations are adhered to at all times	1	2	3	4	5	N/A
14	Assignments are completed on schedule	1	2	3	4	5	N/A
15	Methods for improvement are readily suggested	1	2	3	4	5	N/A

16	The individual uses time effectively	1	2	3	4	5	N/A
17	New assignments are accepted and performed	1	2	3	4	5	N/A
18	Shows enthusiasm for his/her job assignment	1	2	3	4	5	N/A
19	Accepts guidance where required	1	2	3	4	5	N/A
20	Understands the duties and responsibilities of assigned tasks	1	2	3	4	5	N/A
21	Follows the guidelines of specific operating and safety procedures	1	2	3	4	5	N/A
22	Respects equipment and clothing which belong to the company	1	2	3	4	5	N/A
23	Recognizes problems with assignments and applies feedback	1	2	3	4	5	N/A

Please list any areas where you feel your employee is doing particularly well:

Please list any areas where you feel the employee might improve:

Employee Signature

Date

Supervisor Signature

Date