

Name _____ Date _____

Gifts & Skills Analysis

Employee Performance Appraisal Form

Please complete the following questions prior to completing your self-evaluation form. Please return with your self-evaluation form at your evaluation conference. It is important to respond honestly.

1. Has the past year been good/bad/satisfactory/unsatisfactory (or otherwise) for you? Explain.
2. What do you consider to be your most important achievements of the past year?
3. What do you like and dislike about working at Timothy Lutheran Church?
4. What elements of your job do you find most difficult?
5. What elements of your job interest you the most and the least?
6. For the upcoming year, what do you consider to be your most important goals and tasks? Why?
7. What efforts could you and your supervisor take to improve your performance in your current position?
8. What kind of work or job would you like to be doing in two-five years?
9. What kind of training/experiences would benefit you in the next year? (Not only limited to job skills but also natural strengths and personal passions you'd like to develop/enhance)