|  |  |
| --- | --- |
|  | **Finance & Operations Self-Evaluation**  **Merit Staff** |

**Complete the following questionnaire prior to your discussion with your supervisor.**

|  |
| --- |
| **What are your area(s) of strength in this job?** |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
| **What has been your most challenging aspect of work this past year?** |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
| **In which area(s) would you like to improve?** |
|  |
|  |
|  |
|  |
|  |
| **What assistance is needed from your supervisor to help you be successful in your job?** |
|  |
|  |
|  |
|  |
|  |
| **Any concerns you have that you would like to discuss?** |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Employee Signature Date**