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

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

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