

# WOODCUTTER PERFORMANCE REVIEW

Employee Name:

Evaluation Date:

## Introduction

This performance review is designed to assess the job performance of the above-named employee. The feedback and ratings provided will be instrumental in recognizing achievements, identifying areas for improvement, and fostering professional growth. Please complete the self-evaluation section to provide your insights on your performance.

### Performance Factors

Please rate each factor on a scale of 1-5, where 1 represents "Needs Improvement" and 5 represents "Outstanding."

### Employee Self-Evaluation

Please take a moment to reflect on your performance and provide your own assessment for each performance factor. Include any additional comments you would like to share.

#### 1. Quality of Work:

Measure the accuracy, attention to detail, and effectiveness of your work.

Rating: [1-5] \_\_\_\_\_

#### 2. Quantity of Work:

Measure the productivity and efficiency in completing tasks within given timeframes.

Rating: [1-5] \_\_\_\_\_

#### 3. Knowledge of Job:

Measure your understanding of job duties and the ability to perform them effectively.

Rating: [1-5] \_\_\_\_\_

#### 4. Dependability:

Measure your reliability and consistency in following instructions and fulfilling responsibilities.

Rating: [1-5] \_\_\_\_\_

#### 5. Initiative:

Measure your proactiveness, creativity, and ability to take on new responsibilities.

Rating: [1-5] \_\_\_\_\_

**6. Judgment:**

Measure your decision-making skills and ability to make sound and intelligent choices.

Rating: [1-5] \_\_\_\_\_

### 7. Attitude:

Measure your willingness to collaborate, work well with others, and display a positive demeanor.

Rating: [1-5] \_\_\_\_\_

### 8. Attendance:

Measure your punctuality, consistency, and preparedness for work.

Rating: [1-5] \_\_\_\_\_

## 9. Safety:

Measure your adherence to safety protocols and your commitment to maintaining a safe work environment.

Rating: [1-5] \_\_\_\_\_

Comments:

## Chief Coordinator Evaluation

### 1. Quality of Work:

Measures the accuracy, attention to detail, and effectiveness of the employee's work.

Rating: [1-5] \_\_\_\_\_

### 2. Quantity of Work:

Measures the productivity and efficiency in completing tasks within given timeframes.

Rating: [1-5] \_\_\_\_\_

### 3. Knowledge of Job:

Measures the employee's understanding of job duties and the ability to perform them effectively.

Rating: [1-5] \_\_\_\_\_

### 4. Dependability:

Measures the employee's reliability and consistency in following instructions and fulfilling responsibilities.

Rating: [1-5] \_\_\_\_\_

### 5. Initiative:

Measures the employee's proactiveness, creativity, and ability to take on new responsibilities.

Rating: [1-5] \_\_\_\_\_

### 6. Judgment:

Measures the employee's decision-making skills and ability to make sound and intelligent choices.

Rating: [1-5] \_\_\_\_\_

### 7. Attitude:

Measures the employee's willingness to collaborate, work well with others, and display a positive demeanor.

Rating: [1-5] \_\_\_\_\_

### 8. Attendance:

Measures the employee's punctuality, consistency, and preparedness for work.

Rating: [1-5] \_\_\_\_\_

### 9. Safety:

Measures the employee's adherence to safety protocols and their commitment to maintaining a safe work environment.

Rating: [1-5] \_\_\_\_\_

## Chief Coordinator Comments

Please provide specific feedback for each performance factor and offer suggestions for improvement. Also, include any additional comments or observations.

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## Performance Goals

Discuss performance goals for the upcoming period and outline areas of focus and development opportunities.

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## Feedback and Development Plans

Based on the evaluation, provide constructive feedback and identify any training or development plans to enhance performance.

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## Overall Comments

Use this space to add any other relevant comments, achievements, or challenges that were not covered in the performance factors.

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Employee's Name  
Signature

Chief Coordinator's Name  
Signature

Date: \_\_\_\_\_

Date: \_\_\_\_\_