|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| EMPLOYEE (HIGH CONTRIBUTOR): | | | | | |
| WORK DUTIES | 1 | 2 | 3 | 4 | 5 |
| Documentation |  |  |  |  |  |
| Diagnosis and improve employee performance |  |  |  |  |  |
| Conducting performance reviews |  |  |  |  |  |
| Coach and provide feedback to employees |  |  |  |  |  |
| Developing top performers |  |  |  |  |  |
| Dealing with negative attitudes |  |  |  |  |  |
| Managing conflict |  |  |  |  |  |
| Holding self accountable |  |  |  |  |  |
| Setting expectations |  |  |  |  |  |
| Connection of role to the mission and values |  |  |  |  |  |

**EMPLOYEE ASSESSMENT**

<Turn Over for Low Contributor>

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| EMPLOYEE (LOW CONTRIBUTOR): | | | | | |
| WORK DUTIES | 1 | 2 | 3 | 4 | 5 |
| Documentation |  |  |  |  |  |
| Diagnose and improve employee performance |  |  |  |  |  |
| Conducting performance reviews |  |  |  |  |  |
| Coach and provide feedback to employees |  |  |  |  |  |
| Developing top performers |  |  |  |  |  |
| Dealing with negative attitudes |  |  |  |  |  |
| Managing conflict |  |  |  |  |  |
| Holding self accountable |  |  |  |  |  |
| Setting expectations |  |  |  |  |  |
| Connection of role to the mission and values |  |  |  |  |  |

**EMPLOYEE ASSESSMENT (PAGE 2)**