#

# Gladue Case Worker – *manager Copy*

### Employee Performance Review

**The Manager will fill out page (1) before meeting with the employee. The Employee will fill out page (3) before meeting with the Manager.**

| Employee Information |
| --- |
| **Name:** | Robert Albany | **Employee ID:** |  |
| **Job Title:** | Gladue Case Worker | **Date:** |  , 2020 |
| **Department:**  | Gladue Program | **Manager:**  | George Edwards |
| **Review Period:** |  |  | 3 Month Probation  |
|  |
| Ratings |
|  | 1 = Poor | 2 = Fair | 3 = Satisfactory | 4 = Good | 5 = Excellent |
| Job Knowledge | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments |  |
| Work Quality | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments |  |
| Attendance/Punctuality | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments |  |
| Initiative | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments |  |
| Communication/Listening Skills | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments |  |
| Dependability | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| Comments |  |
| Overall Rating (average the rating numbers above) |  |
|  |
| Evaluation |
| Additional Comments |  |
| **GOALS**  | *(as agreed upon by employee and manager)* |
| Goal #1:Goal #2:Goal #3: |        |
|  |
| Verification of Review |
| By signing this form, you confirm that you have discussed this review in detail with your supervisor. Signing this form does not necessarily indicate that you agree with this evaluation. |
| Employee Signature |  | Date |  |
| Manager Signature |  | Date |  |



**Release and Reintegration Worker – *Employee Copy***

Employee Performance Review

| **Employee Information** |
| --- |
| **Name:** | Robert Albany | **Employee ID:** |  |
| **Job Title:** | Gladue Case Worker | **Date:** |  , 2020 |
| **Department:** | Gladue Program | **Manager:**  | George Edwards |
| **Review Period:** |  |  | 3 Month Probation  |
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| **Ratings** |
|  | 1 = Poor | 2 = Fair | 3 = Satisfactory | 4 = Good | 5 = Excellent |
| **Job Knowledge** | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| *Comments* |  |
| **Work Quality** | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| *Comments* |  |
| **Attendance/Punctuality** | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| *Comments* |  |
| **Initiative** | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| *Comments* |  |
| **Communication/Listening Skills** | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| *Comments* |  |
| **Dependability** | [ ]  | [ ]  | [ ]  | [ ]  | [ ]  |
| *Comments* |  |
| **Overall Rating** *(average the rating numbers above)* |  |
|  |