

SAMPLE QUESTIONS

Annual Self-Evaluation

What were your top 3 goals for the year?

Describe your overall results (completed, partially completed, made no progress) with each goal. In hindsight, if there are goals you did not achieve, what could or should you have done differently?

What accomplishment(s) from the last month/quarter/year are you most proud of?

Describe something you learned this year that you will bring to your work next year?

How has your performance impacted the team? The organization?

What is the **MOST** fulfilling part of your current job?

What is the **MOST** frustrating or unfulfilling aspect of your current job?
What could you do to change that?

Do you have any questions about what is expected of you in your job? Please explain.

What do you believe are the areas where you need to grow or improve your performance?
How will you do that next year?

If you were in my role, what is one thing you would change immediately?
What other things would you change during your first year on the job?

How can I support you in the year ahead?