

BRYN MAWR COLLEGE
90-DAY PERFORMANCE REVIEW

NAME

ID#

REVIEW DATE:

- 1 Performance consistently exceeds requirements of the position.
- 2 Performance meets the requirements of the position.
- 3 Performance meets partial requirements for the position; substantial improvement needed.

| | 1 | 2 | 3 |
|---|---|---|---|
| QUANTITY Amount of acceptable work produced regularly. The speed and consistency of output. | | | |
| QUALITY Degree of accuracy, thoroughness and acceptability of work produced. | | | |
| JOB KNOWLEDGE Extent to which education, experience and judgment are applied and the ability to perform a variety of tasks within the scope of assigned duties. | | | |
| JOB ATTITUDE Degree of interest and enthusiasm displayed; dependability and desire to improve on the performance of job duties and ability to relate work with other employees. | | | |

COMMENTS:

HAS THE EMPLOYEE SATISFACTORY COMPLETED THE 90 DAY PROBATIONARY PERIOD?

_____ YES

_____ NO

PERFORMANCE REVIEWED BY _____
(SIGNATURE OF REVIEWER)

(SIGNATURE OF EMPLOYEE)

(DATE)