

Northridge Local Schools

NON-TEACHING PERSONNEL EVALUATION SUMMARY

Employee Name _____ Date _____

Job Title _____ Building _____

STANDARDS: 1. Consistently exceeds expectations 2. Meets expectations
 3. Inconsistently meets expectations 4. Fails to meet expectations 5. N/A Not Applicable

1	2	3	4	PERSONAL ATTRIBUTES	1	2	3	4	PERFORMANCE TRAITS
				Attitude					Position Technical/Job Skills
				Dependable					Position Duties (Job Description)
				Responsibility					Work Ethic
				Initiative					Communication Skills
				Flexibility					Attendance/Punctuality
				Ethical					Human Relations Skills
				Appearance					Self Development
									Overall Performance

Evaluator Comments:

Performance Improvement Plan: _____ Required _____ Self-Initiated

Signature: Evaluator: _____ Date: _____

Employee: _____ Date: _____