



Navjeevan Education Society's,  
**NAVJEEVAN INSTITUTE OF MANAGEMENT**

Shivshakti Chowk, 4<sup>th</sup> Scheme, CIDCO, Nashik-422-008.

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**Employee Name:** \_\_\_\_\_ **Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Department:** \_\_\_\_\_ **Working hours :-----**

**Period of Review:** \_\_\_\_\_

**Reviewer:** \_\_\_\_\_

<b>Performance evaluation</b>	<b>Excellent</b>	<b>Good</b>	<b>Fair</b>	<b>Poor</b>	<b>Comments</b>
Job Knowledge					
Technical Skills					
Work Quality					
Work Consistency					
Cooperation					
Initiative					
Work Relations					
Punctuality					
Attendance					
Communication Skills					
<b>Overall Rating</b>					

By signing this form, you confirm that you have discussed this review in detail with your supervisor.

**Employee Signature**\_\_\_\_\_ **Date: -** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Reviewers Signature**\_\_\_\_\_ **Date: -** \_\_\_\_/\_\_\_\_/\_\_\_\_