

360-Degree Feedback Review

Employee Name:

Position:

Review Period:

Reviewer: (Self, Manager, Peer, Subordinate)

1. Overall Performance Summary:

- Rate the employee's overall performance on a scale of 1-5:
- Brief summary of strengths and areas for improvement:

2. Core Competencies:

- [List 3-5 core competencies relevant to the role, e.g., Communication, Problem-solving, Teamwork]
- Rate the employee on each competency:
- Provide specific examples of behaviors or actions that demonstrate each competency:

3. Strengths:

- Highlight the employee's key strengths and contributions to the team.
- Share specific examples of how the employee's strengths have positively impacted the team or company.

4. Areas for Development:

- Identify areas where the employee could improve their performance.
- Offer constructive feedback and suggestions for development.
- Provide examples of situations where the employee could have demonstrated stronger performance.

5. Additional Comments:

- Share any additional observations or feedback about the employee's performance, collaboration style, or potential.
- (If applicable, provide suggestions for how the employee can further develop their skills and contribute to the team's success.)

6. Confidentiality:

- This feedback is confidential and will only be shared with the employee and their manager.
- The employee will have the opportunity to discuss this feedback with their manager during their performance review.