

SELF REVIEW

Confidential

NAME:

DEPT:

POSITION TITLE:

DATE:

REVIEW PERIOD: FROM _____ TO _____

1. Has the past year been good/bad/satisfactory or otherwise for you, and why?

2. What do you consider to be your most important achievements of the past year?

3. What do you like and dislike about working for the Chamber?

4. What elements of your job do you find most difficult?

5. What elements of your job interest you the most, and least?

6. What do you consider to be your most important tasks in the next year?

7. What action could be taken to improve your performance in your current position by you and your boss?

8. What kind of work would you like to be doing in one/two/five years time?

9. What sort of training/experience would benefit you in the next year?

10. Other comments?