**Upshur Human Resources, Inc.**

**Employee Self-Evaluation**

**Name Position Date**

1. Name at least three goals that you have achieved this year:
	1.
	2.
	3.
	4.
	5.
2. Name areas you wish to improve upon during the upcoming year:
	1.
	2.
	3.
	4.
	5.
3. Do you feel more training is needed to help you improve in these areas?

1. If so, what kind of training do you wish to have?

1. List goals you wish to accomplish this coming year.
	1.
	2.
	3.
	4.
	5.

Additional comments:

Signature Date