SCHOOL DISTRICT OF RHINELANDER

SUPPORT STAFF EVALUATION REPORT

Employee		Job Classification		Location		Date			
2. N 3. U Ple	RFORMANCE RATING: 1. E. MEETS REQUIREMENTS: AG JNSATISFACTORY: Perform ase attach sheet(s) for addition	chieves and maintains performance has not been maintain conal written comments or Ad	rman ned at	ce in all aspects of the satisfactory levels. N	e job at near ma	ximum expectati	ance stand ons for th	dards. is classif	ication.
PE	RFORMANCE STANDARDS	•							
A.	JOB KNOWLEDGE Understands the requirementhe duties of the work assign	nts, methods, systems and	techn	ology pertaining to th	e job; implemen	ts technical know	1. vledge ne	23. cessary	N/A to perfor
	Comments:								
B.	PRODUCTIVITY/PROFICION Ability to perform varying quantum varying vary	ENCYuantities of work thoroughly	safel	y, and accurately; use	es time manage	ment organizatio	1 nal skills.	_23.	N/A
	Comments:								
C.	ATTITUDE/COOPERATION Work interest, loyalty; enthucriticism; rapport with super	usiasm; courtesy and coope	ration	with fellow staff, stud	lents, and public	c; accepts and im	plements		
	Comments:							 	
D.	COMMUNICATION Uses efficient, effective, wri others; directs others effect	tten and verbal communica	tion, a	s related to the job; o	lisplays discretion	on, tact, and sens	12 sitivity to t	23. he feelin	N/A gs of
	Comments:					· · · · · · · · · · · · · · · · · · ·			
E.	INITIATIVE/RESOURCEFU Anticipates problems; ability	JLNESSy to proceed without superv	ision;	works well with minin	num supervision	; assumes respo	12 nsibility a	3 s require	N/A ed.
	Comments:					····			
F.	JUDGEMENT Uses generally accepted pr confidentiality as related to	actices and discretion in de							
	Comments:								
G.	VERSATILITY/FLEXIBILIT Adaptable, demonstrates the conditions; functions effecti	ne ability and willingness to	perfor	m other types of work	(cross-training	: learns new duti	12 . ies and ac	3 ljusts to	N/A changing
	Comments:								
Н.	PERSONAL QUALITIES Job appropriate attire, clean	nliness, neatness; organizat	ion of	work area and mater	ials, care of equ	uipment.	1. 2.	. 3.	N/A
	Comments:							· · · · · · · · · · · · · · · · · · ·	
I.	PROFESSIONAL GROWT Participates in inservice and	H d professional growth activit	ies in	order to keep abreas	t of current tech	nology and skills	12	23	N/A
	Comments:								
JO	B DESCRIPTION REVIEW Completed Employee Initials Supervisor Initials	RECOMMENDATION F1. Successfull2. Extension o3. Termination	y con f prol	ROBATIONARY EMI pleted probationar pationary period		ECOMMENDATI MPLOYEE 1. Satisfa 2. Unsatis	ctory Pe	rforman Perform	ice
					_	3. Termin	nation		
Sur	pervisor's Signature		ate	Employee's Signatu	ıre		D	 ate	