**PEER REVIEW FORM**

***Peer reviews are anonymous. Do not include your name on this form.***

***The individual being reviewed will not be informed of which coworkers participated in the peer review.***

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| **EMPLOYEE INFO** |
| **PEER REVIEW FOR** |  | **DATE OF REVIEW** |  |
| **CHARACTERISTICS** |
| **QUALITY** | **UNSATISFACTORY** | **SATISFACTORY** | **GOOD** | **EXCELLENT** |
| **Works to Full Potential** |  |  |  |  |
| **Quality of Work** |  |  |  |  |
| **Work Consistency** |  |  |  |  |
| **Communication** |  |  |  |  |
| **Independent Work** |  |  |  |  |
| **Takes Initiative** |  |  |  |  |
| **Group Work** |  |  |  |  |
| **Productivity** |  |  |  |  |
| **Creativity** |  |  |  |  |
| **Honesty** |  |  |  |  |
| **Integrity** |  |  |  |  |
| **Coworker Relations** |  |  |  |  |
| **Client Relations** |  |  |  |  |
| **Technical Skills** |  |  |  |  |
| **Dependability** |  |  |  |  |
| **Punctuality** |  |  |  |  |
| **Attendance** |  |  |  |  |
| **STRENGTHS / TRAINING NEEDS** |
| **DETAIL EMPLOYEE'S GREATEST STRENGTHS** |
|   |
| **DETAIL ASPECTS REQUIRING IMPROVEMENT** |
|   |
| **ADDITIONAL COMMENTS** |
|   |