



360 Feedback Template

Complete

Score	67.19%	Flagged items	0	Actions	0
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This 360-degree evaluation will be helpful in measuring the personal development of the employee being evaluated and in helping them grow. As detailed and honest as you can, please answer the questions regarding the employee's way of working and interacting with you. Please note that your feedback will help the employee become aware of the things they're doing well and those they need to work on toward individual and organizational success. Whenever and wherever possible, state examples and supply key details you think would further support your feedback for the employee.

Date conducted	29.07.2022
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Name of employee to be evaluated	Andi Horscroft
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Name of evaluation administrator (HR employee or direct manager)	Lizzy Reynolds
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Self-Evaluation

87.5%

This part is for the employee's self-assessment. Please skip and proceed to the section relevant to you.

Character

75%

How do you act or respond when asked for feedback?

I make sure to be honest with how I view our current processes not just in the team but also in the organization.

Rate yourself on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

3
From 1 to 4

Interpersonal Skills

75%

How are your dynamics with the team?

I reach out to my peers whenever I need help and if I can offer assistance in achieving our team's goals.

Rate yourself on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

3
From 1 to 4

Talent-building

100%

How do you work on personal and professional development?

I document and work on relevant feedback I receive from my peers, manager, and leader to monitor my progress.

Rate yourself on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

4
From 1 to 4

Leadership and Motivation

100%

How do you display traits of being a team player as well as a leader?

I own certain initiatives to help my team continuously meet targets and exceed shared objectives.

Rate yourself on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

4
From 1 to 4

Feedback from Organizational Leader

56.25%

This part is for the feedback from the employee's department leader. Please skip and proceed to the section relevant to you.

Name of evaluator

Hays Grant

Character

50%

How does the employee act or respond when asked for feedback?

Trustworthy and reliable when asked for areas for improvement when it comes to the overall culture of the organization

Rate the employee on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

2
From 1 to 4

Interpersonal Skills

50%

How are the employee's dynamics with the team?

Knows how to recognize the value of people with various skills and strengths

Rate the employee on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

2
From 1 to 4

Talent-building

50%

How does the employee work on personal and professional development?

Proactive in inquiring about and suggesting how the management can support employee development

Rate the employee on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

2
From 1 to 4

Leadership and Motivation

75%

How does the employee display traits of being a team player as well as a leader?

Good in making decisions that are aligned with business needs

Rate the employee on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

3
From 1 to 4

Feedback from Manager

62.5%

This part is for the feedback from the employee's manager. Please skip and proceed to the section relevant to you.

Name of evaluator

Sare Edwards

Character

75%

How does the employee act or respond when asked for feedback?

Open and generous in giving and receiving process feedback and peer evaluation

Rate the employee on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

3
From 1 to 4

Interpersonal Skills

50%

How are the employee's dynamics with the team?

Displays good listening skills and treats teammates with respect

Rate the employee on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

2
From 1 to 4

Talent-building

50%

How does the employee work on personal and professional development?

Reaches out whenever an opportunity for learning and growth is available

Rate the employee on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

2
From 1 to 4

Leadership and Motivation

75%

How does the employee display traits of being a team player as well as a leader?

Takes the lead to bring action that helps the team to better address challenges and improve processes against targets

Rate the employee on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

3
From 1 to 4

Feedback from Peers

62.5%

This part is for feedback from the employee's peers and/or direct reports. Please skip and proceed to the section relevant to you. You may also duplicate this section in the template if more than one peer or direct report will provide feedback.

Name of evaluator

Josh Carreck

Character

50%

How does the employee act or respond when asked for feedback?

Honest and detailed when asked for input regarding deliverables

Rate the employee on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

2
From 1 to 4

Interpersonal Skills

50%

How are the employee's dynamics with the team?

Extends help whenever and wherever needed

Rate the employee on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

2
From 1 to 4

Talent-building

75%

How does the employee work on personal and professional development?

Takes the initiative to share learnings with the team

Rate the employee on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

3
From 1 to 4

Leadership and Motivation

75%

How does the employee display traits of being a team player as well as a leader?

Not afraid to reach out and suggest ways how to improve the way we do our tasks

Rate the employee on this aspect on a scale of 1 to 4 (1 - Needs improvement; 2 - Meets expectations; 3 - Exceeds expectations; 4 - Sets a new standard)

3
From 1 to 4

Completion

Other notes or recommendations

Andi Horscroft is up for a performance appraisal in September, hence the need for this primary 360-degree evaluation. We'll use the feedback gathered using this form for further assessment as necessary.

Next steps

Review all feedback and generate specific action items and recommendations to Andi's manager

Sign-off



Lizzy Reynolds
29.07.2022 09:03 PST
