**COMPANY NAME**

 **COACHING INPUT SHEET (Form I)**

**(YEAR) Employee Self Appraisal Form**

Evaluation Period Covered: 1/1/YEAR – 12/31/YEAR

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Job Title\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time w/ Coach \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**How I performed on my Personal Development Form (Form III) during YEAR:**

**Other (accomplishments, new skills & competencies and areas for improvement):**

**Values & Behaviors Assessment:**

**3 greatest strengths with supporting comments**

*
*

*

**3 greatest areas for improvement with supporting comments**

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*
*

**Are you interested in learning more about a different position, promotion or transfer within (COMPANY) at any time in the future? Y / N**

**If yes, please explain:**

**I have reviewed my current job description, and the changes I recommend are:**

**Employee\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Submitted \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**-Coach\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date of Discussion \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**