Performance self-review

Questions marked * are required.

Completed by _____ Date _____

1 Your self-review

> **Your manager reads this before your review conversation, not instead of it.**

1. **Your name ***

2. **Team**

3. **Review period ***

4. **What are you proudest of this cycle? ***
   Two or three things, and the difference they made...

5. **What went less well?**
   What you'd approach differently with hindsight...

6. How would you rate yourself? *

Tick one in each row.

	Needs support	Meeting expectations	Exceeding
Delivery	○	○	○
Collaboration	○	○	○
Communication	○	○	○
Ownership	○	○	○
Craft	○	○	○

7. What are your goals for the next cycle? *

Two or three you'd be happy to be held to...

8. What support do you need from your manager?

Time, cover, context, an introduction...

9. Would you like to talk about career progression?

Tick one.

○ Yes ○ Not this cycle

If you chose "Yes" in question 9.

10. Which direction interests you?

Deeper in your craft, wider scope, management, a different team: all fair game.

11. **How does your workload feel? ***

Circle one.

Too light (1) (2) (3) (4) (5) Unsustainable

If your answer to question 11 is 4 or more.

12. **What would you take off your plate?**

What could move, pause or go to someone else.

Review submitted

Thanks for the thought you put into this. Your manager will set up time to talk it through.