

4. In my opinion, I believe my work needs some improvement in the following areas:

- a) _____
- b) _____
- c) _____
- d) _____

5. Specifically, what training or on the job experience do you feel would help you to do a better job?

6. What ideas or suggestions do you have that will help you to do a better job, make things better in the workplace or save time?

7. Generally, do you feel you get enough guidance, assistance and direction from your supervisor?

- _____ Yes, most of the time _____ No, not enough
_____ Too much

Please explain:

8. If you have been given a job description, does it need updating to better reflect your current tasks? Please provide details.

9. In terms of your long range goals, is your present position satisfactory or do you have other career aspirations either within or outside this workplace?

10. Do you have any other comments that would be helpful in this review process?
