

Get Rich On Purpose®

Putting You On Your Path to Financial Freedom

Personal Self-Assessment

Name: _____

Date: _____

Scoring:

1-4 Unacceptable—Immediate Improvement Required

5-6 Fair—Improvement Needed

7-8 Good—Exceed Expectations in Some Areas

9-10 Excellent—Consistent Exceptional Performance

ATTITUDE. The Standard: I have a perfect attitude every day.

Score: _____ Comments: _____ -

Action to be taken:

APTITUDE. The Standard: I have the skills to consistently perform my job with excellence.

Score: _____ Comments: _____ -

Action to be taken:

ORGANIZATION. The Standard: I have excellent organizational skills.

Score: _____ Comments: _____ -

Action to be taken:

INITIATIVE. The Standard: I consistently and proactively find ways to improve my job performance and the performance of my company.

Score: _____ Comments: _____ -

Action to be taken:

TEAM PLAYER. The Standard: I work well with fellow employees and focus on *company* goals rather than my own personal agenda.

Score: _____ Comments: _____ -

Action to be taken:

DO WHATEVER IT TAKES. The Standard: I do whatever it takes to get the job done right, on time, and accurately.

Score: _____ Comments: _____ -

Action to be taken:

INTERACTION WITH CUSTOMERS, FELLOW EMPLOYEES, AND VENDORS. The Standard: I present a professional, friendly, and competent image.

Score: _____ Comments: _____ -

Action to be taken:

MY
STRENGTHS: _____

MY AREAS OF
IMPROVEMENT: _____

GENERAL COMMENTS: What can my company do to improve its effectiveness?

MY MAJOR OBJECTIVES(S) FOR QUARTER 20XX: Here are three specific things I can do to advance the company:
