ANNUAL PERFORMANCE REVIEW

EMPLOYEE NAME	The second secon	EMPLOYEE NUMBER N/A		***************************************	
		DATE OF EVALUATION			
POSITION TITLE Fire Chief		TYPE OF EVALUATION Annual			
RATINGS:	E = Exceeds Standar	d M = Meets Standard B = Below Standards			
TATINOS.	L - LACCEUS Stanuar	w - weets Standard B - below Standards			
Quality and Quantity of Work	E M	B Decision Making/Initiative/Problem Solving	E	M	В
Ability to meet production goals and objectives		Performs with minimal supervision			
Ability to prioritize and meet established deadlines		Seeks new and better methods to do the job			
Adherence to Dept policy and procedures		Analyzes decisions before acting			
Ability to communicate effectively, both in writing and orally	,	Takes appropriate action when needed			
Observes applicable safety procedures		Uses reasonable judgment in making decisions			
Demonstrates efficient use of time		Makes practical, routine decisions			
Demonstrates knowledge of job		Demonstrates effective problem solving skills			
Understands the big picture and aligns priorities with		Observes a situation, considers alternatives and acts			
broader goals		appropriately			
Achieves timely and accurate results		Makes clear, consistent, transparent decisions			
Takes initiative to make improvements		Acts with integrity in all decisions			
Comments:		Comments:	<u> </u>		
Dependability/Attendance	E M	B Teamwork and Interpersonal Relationships	E	M	В
Demonstrates reliability and responsibility by following a		Willingly cooperates with co-workers and members of			
job through to completion		management			
Puts forth the effort to achieve goals and objectives under		Treats others with respect and consideration			
varying circumstances		Demonstrates support for Board mission,			
Begins work, meetings, and appointments on time		policies and philosophy			
Reports to work on all scheduled days		Accepts constructive criticism positively			
		Ability to adapt to and support change in a positive manner			
Schedules time off in advance		Promotes a positive work environment			
Demonstrates strong work ethic		Insists upon good customer service			
Serves as a role model for others		Demonstrates flexibility in meeting customers needs			

			Promotes fairness and equality Encourages cooperation and collaboration Inspires and motivates staff; exhibits patience			
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	L.					
			Comments:			
E	M	В	Supervision of Employees/Leadership	E	M	В
			Exhibits leadership and initiative in the hiring, supervision,			
			and development of employees			
			· · ·			
			Gives clear directives and takes assertive action to achieve			
			desired results			
			Promotes teamwork among employees			
						
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			Transpire respondentially for according to			
	<u> </u>		∟l Comments:			
E	M	В	Overall Rating	E	M	В
			Exceeds Standard - Performance is exceptional. Consistently			
			achieves results well in excess of Department standards.			
			Meets Standard - Regularly meet Department standards for			
			the position. A solid overall performance.			
			Below Standard - Performance does not regularly meet basic			
			Department standards prescribed for the posiiton.			
1	L		Improvement is required.			
				Exhibits leadership and initiative in the hiring, supervision, and development of employees Seeks and accepts feedback from employees Gives clear directives and takes assertive action to achieve desired results Promotes teamwork among employees Provides guidance for professional and personal growth of employees Demonstrates the ability to adequately train employees to meet job requirements Communicates expectations Accepts responsibility for decisions made Comments: M B Overall Rating Exceeds Standard - Performance is exceptional. Consistently achieves results well in excess of Department standards. Meets Standard - Regularly meet Department standards for the position. A solid overall performance. Below Standard - Performance does not regularly meet basic Department standards prescribed for the position.	Exhibits leadership and initiative in the hiring, supervision, and development of employees Seeks and accepts feedback from employees Gives clear directives and takes assertive action to achieve desired results Promotes teamwork among employees Provides guidance for professional and personal growth of employees Demonstrates the ability to adequately train employees to meet job requirements Communicates expectations Accepts responsibility for decisions made Comments: E M B Overall Rating E Exceeds Standard - Performance is exceptional. Consistently achieves results well in excess of Department standards. Meets Standard - Regularly meet Department standards for the position. A solid overall performance. Below Standard - Performance does not regularly meet basic Department standards prescribed for the position.	Exhibits leadership and initiative in the hiring, supervision, and development of employees Seeks and accepts feedback from employees Gives clear directives and takes assertive action to achieve desired results Promotes teamwork among employees Provides guidance for professional and personal growth of employees Demonstrates the ability to adequately train employees to meet job requirements Communicates expectations Accepts responsibility for decisions made Comments: E M B Overall Rating E M Exceeds Standard - Performance is exceptional. Consistently achieves results well in excess of Department standards. Meets Standard - Regularly meet Department standards for the position. A solid overall performance. Below Standard - Performance does not regularly meet basic Department standards prescribed for the position.

Comments:	
Goals, Objectives, and Developmental Needs:	
Employee Comments:	
Signatures:	
Preparer Signature & Date Approved Signature & Date	Employee Signature & Date
Printed Name Printed Name	Printed Name

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