

COOPERATIVE EXTENSION SERVICE COUNTY SUPPORT STAFF PERFORMANCE EVALUATION FORM

Demographic Data

Employee Name					Person ID#
L	ast	First		MI	
Supervisor Name		Count	у		Department Number 81300
Position Number		Job Ti	itle		
Review Period	through	Type o	of Evaluation (select	· —	d-Year Review 12-month Evaluation equired) (required)
		Perf	formance Data		
	Please complete the fo	llowing i	nformation with as	s much detai	l as possible.
1. Major Job Resp	ponsibility:				
Essential Fund	etions & Job Standards:				
	PERCENT multipli	ed by	RATING	equals	TOTAL RATING
	% X			=	0.00
Rating Scale			let Job Standards 3=Met		=Occasionally Exceeded Job Standards
5 =Co	nsistently Exceeded Job Standards	and/or Perfo	ormed Significant Assignn	nents in Addition	to Regular Essential Functions
Comments (req	uired):				

PERCENT multiplied by RATING equals TOTAL RATING 96 X = 0.00 Rating Scale: 1-Rarely Met Job Standards 2-Sometimes Met Job Standards 3-Met Job Standards 4-Occasionally Exceeded Job Standards and/or Performed Significant Assignments in Addition to Regular Essential Functions ments (required): Total RATING 96 X = 0.00 PERCENT multiplied by RATING equals TOTAL RATING 96 X = 0.00 Rating Scale: 1-Rarely Met Job Standards 2-Sometimes Met Job Standards 3-Met Job Standards 4-Occasionally Exceeded Job Standards and/or Performed Significant Assignments in Addition to Regular Essential Functions	ENT multiplied by RATING equals TOTAL RATING % X = 0.00 y Met Job Standards 2=Sometimes Met Job Standards 3=Met Job Standards 4=Occasionally Exceeded Job Standards Exceeded Job Standards and/or Performed Significant Assignments in Addition to Regular Essential Functions lity: ENT multiplied by RATING equals TOTAL RATING % X = 0.00 y Met Job Standards 2=Sometimes Met Job Standards 3=Met Job Standards 4=Occasionally Exceeded Job Standards Exceeded Job Standards and/or Performed Significant Assignments in Addition to Regular Essential Functions	Rating Scale: 1=Rarely Met Job Standards 2=Sometimes Met Job Standards 3=Met Job Standards 4=Occasionally Exceeded Job Standards S=Consistently Exceeded Job Standards and/or Performed Significant Assignments in Addition to Regular Essential Functions Comments (required): Major Job Responsibility: Essential Functions & Job Standards: PERCENT multiplied by RATING equals TOTAL RATING % X = 0.00 Rating Scale: 1=Rarely Met Job Standards 2=Sometimes Met Job Standards 3=Met Job Standards 4=Occasionally Exceeded Job Standards							
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ential Fu	nctions & Job S	tandards:				
	PERCENT	multiplied by	RATING	equals	TOTAL RATING	
	%	X		=	0.00	
					=Occasionally Exceeded Job to Regular Essential Functio	
ments (r	equired):					

Overall Rating

Add up all TOTAL RATING scores to determine the	e OVERALL RATING:	0.00
upervisor Comments:		
Employee Comments:		
imployee Signature:	Date:/_	/
ounty Support Staff Coordinator Signature:	Date:/_	/
strict Director Signature:	Date:/_	/

Note:

- The mid-year Review shall be kept in the county file.
- When the Annual (12-month) Performance Evaluation form is completed and signed, provide a copy to the employee, retain a copy for county file, and send original to District Director.

^{*}Employee's signature does not eliminate the right to address questions or concerns about the content of the evaluation through the appropriate departmental chain of command.