# Blue Yonder Airlines

## Employee Performance Review – Peer Review

|  |
| --- |
| Employee Information |
| Name Of Employee Being Reviewed: | Jill A. Williams | Your Name (Optional): |                 |
| Date: | May 12, 20XX | Review Period: | Jan 20XX to Dec 20XX |
|  |
| Review Guidelines |
| Complete this peer review, using the following scale: NA = Not Applicable1 = Unsatisfactory 2 = Marginal 3 = Meets Requirements 4 = Exceeds Requirements 5 = Exceptional |
| Evaluation |
|

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | (5) = Exceptional | (4) = Exceeds Requirements | (3) = Meets Requirements | (2) = Marginal | (1) = Unsatisfactory |
| Demonstrates Required Job Skills And Knowledge | [ ]  | [x]  | [ ]  | [ ]  | [ ]  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Has The Ability To Learn And Use New Skills | [ ]  | [ ]  | [x]  | [ ]  | [ ]  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Uses Resources Available In An Effective Manner | [ ]  | [x]  | [ ]  | [ ]  | [ ]  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Responds Effectively To Assigned Responsibilities  | [ ]  | [x]  | [ ]  | [ ]  | [ ]  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Meets Attendance Requirements | [x]  | [ ]  | [ ]  | [ ]  | [ ]  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Listens To Direction From Management | [x]  | [ ]  | [ ]  | [ ]  | [ ]  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Takes Responsibility For Actions | [x]  | [ ]  | [ ]  | [ ]  | [ ]  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Honors Commitments | [x]  | [ ]  | [ ]  | [ ]  | [ ]  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Demonstrates Problem Solving Skills | [ ]  | [ ]  | [x]  | [ ]  | [ ]  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Offers Constructive Suggestions For Improvement | [ ]  | [x]  | [ ]  | [ ]  | [ ]  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Generates Creative Ideas And Solutions | [ ]  | [ ]  | [x]  | [ ]  | [ ]  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Meets Challenges Head On | [ ]  | [x]  | [ ]  | [ ]  | [ ]  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Demonstrates Innovative Thinking | [ ]  | [ ]  | [x]  | [ ]  | [ ]  |
|  |  |  |  |  |  |

Additional Comments: |