



Custodian Performance Review

St. Albans Town Educational Center

Employee:

Evaluation Date:

Job Title:

The ratings will be determined based on input from the lead custodian(s) and building Administration based on observations and interactions with the employee.

Work Quality/Quantity:	Exceeds Expectations	Meets Expectations	Developing or Needs Improvement	Unsatisfactory
Fulfills work assignments/requirements				
Uses Sound Judgement				
Performs Job accurately				
Demonstrates ability to work without supervision as needed				
Shows Pride in work performed				
Evaluator comments:				
Work Attitude	Exceeds Expectations	Meets Expectations	Developing or Needs Improvement	Unsatisfactory
Shows initiative				

Is dependable				
Accepts direction without resentment				
Cooperates with others				
Evaluator Comments:				
Work Habits	Exceeds Expectations	Meets Expectations	Developing or Needs Improvement	Unsatisfactory
Takes advantage of opportunities for self-improvement				
Conforms to work hours				
Observes established lunch and/or break periods				
Limits personal business and visits to non-work hours				
Uses work time wisely and appropriately				
Evaluator Comments:				
Personal Characteristics	Exceeds Expectations	Meets Expectations	Developing or Needs Improvement	Unsatisfactory
Shows logic and reasoning				
Maintains emotional stability and poise				
Demonstrates honesty and integrity				

Communicates effectively with others				
Adapts to changes in routine				
Dresses appropriately for work assignments				
Shows consideration and respect for others				
Evaluator Comments:				
Supervisors Comments:				
Facilities Manager Comments:				
Recommendation:				
By Whom:				