Supervisor Survey of Employee Productivity and Proficiency

Task being assessed____________________

Task training dates____________________

Method of training and name of trainer____________________

Strongly Agree 1    Somewhat Agree 2    Somewhat Disagree 3    Strongly Disagree 4

1. The employee is properly completing the task. ____

2. The employee is timely completing the task. ___

3. The employee understands and can explain the task.____

4. Additional training is needed. ____

5. If you agree on #4, what type of training would be needed?