

RSU No. 5
Custodian/Bus Driver/Maintenance/Mechanic Evaluation

Name:
Date:

Job Title:
School:

1. Does Not Meet Job Expectations	2. Partially Meets Expectations	3. Meets Job Expectations	4. Exceeds Job Expectations
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Performance Responsibilities	Rating	Comments
Job qualifications are met		
Tasks are thorough, complete and timely		
Follows instructions and directions		
Shows willingness to accept direction		
Problem solving skills are evident		
Operates in a courteous and tactful manner		
Accepts constructive criticism		
Demonstrates flexibility and cooperation		
Demonstrates punctuality		
Demonstrates openness to new ideas		
Exhibits patience and respect for others		
Shows creativity and innovation		
Functions as a team player		
Has good attendance		
Communicates effectively and appropriately with students, teachers, parents, and administrators		
Works well with students		
Follows prescribed safety protocols		
Demonstrates evidence of professional growth		

Areas of Strength:

Areas of Growth:

Satisfactory

If 50% or more of the indicators receive a 3 or 4, it indicates a satisfactory rating.

Unsatisfactory

More than 50% of the indicators receiving a 1 or 2 indicates an unsatisfactory rating. Employees receiving an unsatisfactory rating will meet with administration to develop an action plan that addresses areas of concern. Re-evaluations may be part of this action plan.

Employee's Response:

Evaluator: _____

Date: _____

School Employee: _____

Date: _____