

360 degree feedback form

This form may be completed by either a manager/supervisor or colleague. It's recommended that you have feedback from both your superiors and also your peers in order to collate a balanced report. Typically, this form would be filled out anonymously; however, you may choose otherwise. It includes both open and closed questions.

Section one: Please assess the following statements by using the options below - 'strongly disagree', 'disagree', 'neutral', 'agree', 'strongly agree' - to express your level of agreement or disagreement.

	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
This person has good communication skills.					
This person is organised and can meet deadlines.					
This person has strong interpersonal skills and works well as part of a team.					
This person is able to problem-solve.					
This person is a positive representative of the workplace and exhibits the company values.					

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Section two: Please answer the following questions with the appropriate amount of detail.

How would you describe this person in three or four words?	
What would you say this person's biggest strengths are?	
What would you like to see this person start doing in their role?	
What would you like to see this person continue doing in their role?	
Where do you think this person could improve?	