

Retail Store Staff Performance Evaluation Form

Employee Name

Position

Evaluation Period

Evaluator Name

Date

Performance Criteria

Criteria	Rating (1-5)	Comments
Customer Service	<div>Select▼</div>	<div></div>
Attendance & Punctuality	<div>Select▼</div>	<div></div>
Sales Performance	<div>Select▼</div>	<div></div>
Teamwork	<div>Select▼</div>	<div></div>
Product Knowledge	<div>Select▼</div>	<div></div>

Overall Comments & Feedback

Evaluator's Comments

Employee's Comments

Evaluator Signature

Employee Signature