

Machine Operator Skill Evaluation Checklist

Employee Name

Enter name

Employee ID

Enter ID

Evaluator

Enter evaluator

Date

Skill/Task	Needs Improvement	Meets Expectations	Exceeds Expectations	Comments
Machine Setup	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Operating Procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Safety Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Product Quality Check	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Basic Troubleshooting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Documentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

General Comments / Recommendations

Evaluator Signature & Date

Employee Signature & Date