

**Employee Self Evaluation Form**

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| **Name:** | **HOWSMON, JULIE** | **Department:** | **MKTG- MGS** |
| **Hire Date:** | **9/25/2017** | **Review Period:** | **04/15/2018 - 07/22/2018** |

*Please take some time to fill out the following form. Your input will be used to help develop your review and implement your career/position goals going forward. Please return this form to your manager by 07/20/2018. Your manager will schedule your annual performance review after you turn in this form. Failure to turn in the form by the due date may result in loss of retro pay.*

1. **What you have done:** Address your overall performance record for the review period.

Accomplishments:

* Share the Smiles Referral Lead Gen Contest
* Broker Referral Program Ramp-Up
* Take ownership of BGV Gives with Deb
* Create better relationship and integration with Creative Services through utilization of Robohead properly and also just in-person communication, bridging gaps and barriers
* Mastered training process

Strengths:

* Fast learner, master software/tools/programs we use day to day
* Offer insights and opinions as options, sometimes act as devil’s advocate or promoter depending on the idea, don’t just go along with what people say but challenge and question, bring in insights from MGS days

Goals met:

* Growth/Learning
	+ GA Training
	+ Hootsuite Training
	+ Going to DC Summit

Goals not met:

* Training documents
* Code academy
1. **What you plan to do:** What are your areas for improvement and plan for improvement? What are your concrete goals over the next review period, and what are the measurable outcomes that will demonstrate that you have achieved those goals.

Areas for improvement:

Goals for next review period:

1. **What do you like and dislike about your job?**

Likes: I love that I have the ability to be creative and drive efforts that make our company money. It’s awesome to have such incredible opportunities to learn, grow and push the boundaries with new initiatives and programs. I feel that BGV truly appreciates and supports their employees and that this transcends down into my day to day where I am trusted with the flexibility to have a work/life balance but also to get my work done. I had this at my last job and am so grateful to have it here too. I really enjoy getting to work with different stakeholders and teams within the company. When I was first considering this role, the ability to work with lots of different people was a huge “must” for me and I definitely feel fulfilled on that level.

Dislikes: My hope is to have more ownership of my own projects eventually and not be referred to as someone’s “audience minion” as I have been before. I’d also like to see more concrete decision making in meetings as I feel at times they wind up in a circle your tail conversation with no direct outcome or actionable items which causes the need for further meetings which decreases time at our work. Speaking of meetings I’d really like to see a stronger effort to begin meetings and stand ups on time, I think many people in the office have taken a relaxed approach to time frames (myself included sometimes) and that this behavior should be corrected.

1. **What can your supervisor and/or the Company do to make your job better?**

*Signature:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *Date:*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_