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**Here are 30 questions that can be asked when evaluating an employee's performance:**

**1. Goal Attainment:**

1. Did the employee achieve their set goals? Why or why not?
2. How did the employee prioritize and manage their goals?
3. Can you provide examples of specific achievements related to their goals?

**2. Job Knowledge/Expertise:**

1. How would you rate the employee's expertise in their role?
2. Have there been instances where their technical skills have significantly contributed to a project's success?

**3. Quality of Work:**

1. How consistently does the employee produce high-quality work?
2. Can you recall an instance where the employee's attention to detail positively impacted a project?

**4. Communication Skills:**

1. How effective is the employee in conveying complex ideas or instructions?
2. Have there been situations where their communication skills positively influenced team dynamics?

**5. Problem-Solving Abilities:**

1. Can you describe a challenging situation the employee successfully resolved?
2. How does the employee approach problem-solving within their role?

**6. Time Management:**

1. How well does the employee handle deadlines and time-sensitive tasks?
2. Have there been instances where their time management skills significantly impacted project outcomes?

**7. Collaboration/Teamwork:**

1. Describe the employee's role within the team dynamic.
2. Can you provide examples of successful collaborations or contributions to team projects?

**8. Initiative/Innovation:**

1. How proactive is the employee in suggesting improvements or new ideas?
2. Have they taken the initiative to streamline processes or workflows?

**9. Leadership Potential:**

1. How does the employee handle leadership opportunities or responsibilities?
2. Can you provide instances where the employee demonstrated leadership qualities?

**10. Client/Customer Relationships:**

1. How well does the employee manage relationships with clients/customers?
2. Can you recall a situation where their interactions positively impacted client satisfaction?

**11. Adaptability/Flexibility:**

1. How does the employee handle change or adapt to new circumstances?
2. Can you describe an instance where they effectively adapted to unforeseen changes?

**12. Conflict Resolution:**

1. How does the employee handle conflicts within the team or with clients?
2. Can you recall a situation where their conflict resolution skills were valuable?

**13. Feedback Receptiveness:**

1. How open is the employee to receiving and implementing feedback?
2. Have you noticed improvements in their performance based on feedback received?

**14. Learning and Development:**

1. Has the employee actively pursued learning opportunities or professional development?
2. Can you describe instances where their acquired knowledge benefited their role?

**15. Overall Contribution:**

1. How would you summarize the employee's overall contribution to the team/organization?

****These questions cover various aspects of an employee's performance and can provide valuable insights during a comprehensive performance review.