

Beverly Police Department

Supervisor Performance Evaluation

Name: _____ **Rank/Title:** _____

Evaluation Period: _____ **through** _____

Evaluation Date: _____

Assessment Purpose: **Probationary** **Annual** **Special**

Rating/Expectation Scale

Exceeds: 5, Strong: 4, Meets Expectations: 3, Weak: 2, Below Expectations: 1
Not Applicable: N/A

Work Habits		Job Knowledge		Personal	
Professional Attitude		Supervision of Patrol Duties		Neatness/Appearance	
		Supervision of Station Duties		Leadership	
Teamwork/Cooperation		Safety/Emergency Response		Work Ethic	
Investigation, Initiative, & Problem Solving		City Ordinances Federal & State Laws		Relationship with Coworkers	
Report Writing/Review		Vehicle Operation		Self-Motivation	
Work Relationship with Supervisors		Interview Skills		Attendance and Punctuality	
Interactions with Public		Officer Safety			
		Corrective Measures			
		Delegates Authority			
		Assignment Supervision			

Communication		Court		Other Factors	
Communication Skill		Punctuality		Community Policing	
Radio Procedure		Appropriate Dress		Problem Solving	
Telephone Procedure		Preparation		Job Preparation	
911 Procedure		Appropriate Testimony			
Communicates Department Objectives		Attitude/Demeanor		Additional Duties Assignments (Reviewing Officer to List in Comments)	
		Interaction			
		Supervision of Court Activities			