



Brainich Preschool And Daycare

Ruhil Residency, Sector-3, Near Sarai Village, Bahadurgarh, Haryana -124507

ANNUAL APPRAISAL REPORT

(To be filled by School-in-charge/Centre Head)

Personal Data

Name in full (Block letters)

Trade

Date of Birth

Length of Service

Nature of work on which employed

**(Each attribute to be assessed on a 10 point scale)
(Total 12 attributes)**

Personal Attributes

1. Punctuality
2. Honesty
3. Emotional Stability
4. Enthusiasm
5. Motivation

Inter-Personnel Relations

1. Relation with School-in-Charge
2. Relation with Peers

Job Proficiency

1. Professional Knowledge
2. Ability to complete task in a stipulated time
3. Quality of work
4. Initiative
5. Dependability

Total Marks

Overall Grading

Remarks by School-in-Charge

Remarks by School Owner/Managing Director

signature of School-in-Charge
Name
Date

signature of School Owner/Director
Name
Date

Grading

Markings

Outstanding

111-120

Very Good

101-110

Good

91-100

Satisfactory

81-90

Average

71-80

Needs Improvement

70 and Below