

Supervisor request

Merit-based increase or Promotion

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| --- | --- |
| **Name of Employee** |  |
| **Job Title** |  |
| **Name of Supervisor** |  |
| **Career Path** |  |

Performance Parameter

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Below** | **Between** | **Midway** | **Between** | **Exceeding** |
| **Expertise** |  |  |  |  |  |
| **Accountability** |  |  |  |  |  |
| **Scope** |  |  |  |  |  |
| **Political Acuity** |  |  |  |  |  |
| **Communication & Interpersonal Skills** |  |  |  |  |  |
| **Innovation & Development** |  |  |  |  |  |
| **Leadership** |  |  |  |  |  |
| **Technical Skills (relevant to role)** |  |  |  |  |  |
| **Operational Skills** |  |  |  |  |  |
| **Qualifications (relevant to role)** |  |  |  |  |  |

RECOMMENDATION

|  |  |  |
| --- | --- | --- |
| **MERIT-BASED INCREASE** |  |  |
|  |  |  |
| **PROMOTION** |  |  |

COMMENT, INFORMATION AND MOTIVATION

Type here