# IPW,INC.

Information About You

#### Department:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Accounting |  | Legal and Copyright |
|  | Customer Service |  | Development |
|  | Finance |  | Public Relations |
|  | Human Resources |  | Operations |

#### Job Classification:

|  |  |
| --- | --- |
|  | Supervisor/manager |
|  | Non-supervisory/eligible for overtime (non-exempt) |
|  | Non-supervisory/not eligible for overtime (exempt) |
|  | Director and above |
|  | Temporary Clerical Staff |

#### Length of Service:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Less than one year |  | Five to nine years |
|  | One to two years |  | Ten to nineteen years |
|  | Three to four years |  | Twenty years or more |

## Feedback About Your Supervisor

| My Supervisor: | Disagree | Neither Agree Nor Disagree | Agree |
| --- | --- | --- | --- |
| 1. Treats me fairly |  |  |  |
| 1. Brings out the best in employees |  |  |  |
| 1. Treats me with respect |  |  |  |
| 1. Takes initiative when solving problems |  |  |  |
| 1. Develops new strategies |  |  |  |
| 1. Applies policies and regulations fairly |  |  |  |
| 1. Is skilled in conflict resolution |  |  |  |
| 1. Handles my work-related issues satisfactorily |  |  |  |
| 1. Builds loyalty in others |  |  |  |
| 1. Tells me when my work needs improvement |  |  |  |
| 1. Expects and demands superior job performance |  |  |  |
| 1. Explores new and exciting opportunities |  |  |  |
| 1. Challenges the abilities of other employees |  |  |  |
| 1. Tells me when I do my work well |  |  |  |
| 1. Asks me for my input to help make decisions |  |  |  |
| 1. Gives good, practical advice |  |  |  |
| 1. Communicates decisions with confidence |  |  |  |
| 1. Is open-minded |  |  |  |
| 1. Handles disruptive employees effectively |  |  |  |
| 1. Is well informed |  |  |  |
| 1. Effectively settles disciplinary problems |  |  |  |
| 1. Usually rewards hard work |  |  |  |
| 1. Recognizes when I do a good job |  |  |  |
| 1. Encourages me to create innovative solutions |  |  |  |
| 1. Allows me to develop professionally |  |  |  |
| 1. Allows me to obtain necessary training |  |  |  |
| 1. Helps me to feel secure in my job |  |  |  |
| 1. Sets high standards for themselves |  |  |  |
| 1. Provides the necessary resources to perform my job |  |  |  |
| 1. Makes good use of my skills and abilities |  |  |  |
| 1. Thinks through alternatives |  |  |  |
| 1. Enables me to be more effective in my job |  |  |  |
| 1. Supports the use of technology to do my job |  |  |  |
| 1. Establishes clear expectations |  |  |  |
| 1. Provides the equipment I need to do my job well |  |  |  |
| 1. Has a clear idea of my job responsibilities |  |  |  |
| 1. Accepts constructive criticism |  |  |  |
| 1. Leads by example |  |  |  |
| 1. Offers me the flexibility I want |  |  |  |
| 1. Provides me with adequate feedback |  |  |  |
| 1. Holds me accountable for the work that I do |  |  |  |
| 1. Rewards people according to their accomplishments |  |  |  |
| 1. Sets challenging performance goals for my job |  |  |  |
| 1. Evaluates all options before acting |  |  |  |
| 1. Effectively resolves department conflicts |  |  |  |
| 1. Is committed to organizational goals |  |  |  |
| 1. Is an effective leader |  |  |  |
| 1. Understands our needs |  |  |  |
| 1. Communicates effectively |  |  |  |
| 1. Develops innovative solutions |  |  |  |
| 1. Is someone I trust |  |  |  |
| 1. Sets a good example |  |  |  |
| 1. Shows an eagerness to improve |  |  |  |
| 1. Encourages my development |  |  |  |
| 1. Inspires future success |  |  |  |
| 1. Thinks before taking action |  |  |  |

## Feedback About Management

| Management: | Disagree | Neither Agree Nor Disagree | Agree |
| --- | --- | --- | --- |
| 1. Brings out the best in employees |  |  |  |
| 1. Treats employees with fairness and respect |  |  |  |
| 1. Develops appropriate solutions |  |  |  |
| 1. Identifies root causes of problems |  |  |  |
| 1. Treats employees with respect |  |  |  |
| 1. Demonstrates that employees are important to the  success of the organization |  |  |  |
| 1. Provides a clear picture of where the organization is headed |  |  |  |
| 1. Can be trusted to make sensible decisions for the organization |  |  |  |
| 1. Practices what they preach |  |  |  |
| 1. Inspires future success |  |  |  |
| 1. Encourages my development |  |  |  |
| 1. Shows an eagerness to improve |  |  |  |
| 1. Sets a good example |  |  |  |
| 1. Develops innovative solutions |  |  |  |
| 1. Communicates effectively |  |  |  |
| 1. Understands our needs |  |  |  |
| 1. Is committed to organizational goals |  |  |  |
| 1. Effectively resolves department conflicts |  |  |  |
| 1. Evaluates all options before acting |  |  |  |
| 1. Sets challenging performance goals |  |  |  |
| 1. Rewards people according to their accomplishments |  |  |  |
| 1. Holds employees accountable for the work that they do |  |  |  |
| 1. Provides me with adequate feedback |  |  |  |
| 1. Offers me the flexibility I want |  |  |  |
| 1. Leads by example |  |  |  |
| 1. Accepts constructive criticism |  |  |  |
| 1. Has a clear idea of my job responsibilities |  |  |  |
| 1. Provides the equipment I need to do my job well |  |  |  |
| 1. Establishes clear expectations |  |  |  |
| 1. Supports the use of technology in the workplace |  |  |  |
| 1. Enables me to be more effective in my job |  |  |  |
| 1. Thinks through alternatives |  |  |  |
| 1. Makes good use of my skills and abilities |  |  |  |
| 1. Provides the necessary resources to perform my job |  |  |  |
| 1. Sets high standards for others |  |  |  |
| 1. Sets high standards for themselves |  |  |  |
| 1. Allows me to obtain necessary training |  |  |  |
| 1. Supports my professional development |  |  |  |
| 1. Encourages creative and innovative solutions |  |  |  |
| 1. Recognizes when I do a good job |  |  |  |
| 1. Effectively settles disciplinary problems |  |  |  |
| 1. Is well informed |  |  |  |
| 1. Handles disruptive employees effectively |  |  |  |
| 1. Is open-minded |  |  |  |
| 1. Communicates decisions with confidence |  |  |  |
| 1. Gives good, practical advice |  |  |  |
| 1. Asks for my input to help make decisions |  |  |  |
| 1. Recognizes employees for good work |  |  |  |
| 1. Challenges the abilities of employees |  |  |  |
| 1. Explores new and exciting opportunities |  |  |  |
| 1. Expects and demands superior job performance |  |  |  |
| 1. Evaluates performance of administrative functions |  |  |  |
| 1. Fosters loyalty in employees |  |  |  |
| 1. Applies policies and regulations fairly |  |  |  |
| 1. Develops new strategies |  |  |  |
| 1. Considers innovative solutions to problems |  |  |  |

Your Comments

What is lacking in your work environment that might help you perform better?

What would make our organization more effective?