

# Project Manager Evaluation Form

Questions designed to assess various aspects of a project manager's performance and provide valuable feedback for their development.

Fillable PDF · type directly into the fields, then save or print

PROJECT MANAGER	JOB TITLE	PROJECT / TEAM	REVIEWER
REVIEW PERIOD	DATE OF REVIEW	REVIEW DUE	FINALIZE DUE

## PROJECT MANAGEMENT QUESTIONS

**Q1** Does the project manager effectively plan and organize project timelines?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q2** How well does the project manager identify and mitigate potential risks?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q3** Does the project manager ensure deliverables meet the required standards of quality?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q4** How effectively does the project manager allocate resources and manage budgets?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q5** Is the project manager proactive in resolving project issues?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q6** Does the project manager communicate goals and expectations clearly to the team?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q7** How well does the project manager foster collaboration and teamwork?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q8** Does the project manager provide constructive feedback and support to team members?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q9** How effectively does the project manager handle conflicts within the team?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q10** Does the project manager inspire and motivate the team to achieve project objectives?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q11** How well does the project manager communicate progress and updates to stakeholders?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q12** Does the project manager address stakeholder concerns in a timely and professional manner?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q13** Is the project manager transparent and consistent in their communication?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q14** Are the projects managed by the project manager completed on time and within budget?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

**Q15** How effectively does the project manager balance competing priorities to achieve overall success?

EMPLOYEE'S ANSWER

REVIEWER'S ANSWER

REVIEWER'S RATING OF THE EMPLOYEE (1-10)

Cultural fit

Goal progress

Quality of work

Communication

WEIGHTED AVERAGE

Average of the four ratings

Overall comments

Employee signature

Date

Reviewer signature

Date