

Probationary Employment Review Feedback

Date: [Insert Date]

To: [Employee's Name]

From: [Manager's Name]

Subject: Feedback on Your Probationary Period

Dear [Employee's Name],

As you approach the end of your probationary period, I would like to take this opportunity to provide feedback on your performance.

Strengths:

- [Insert Strength #1]
- [Insert Strength #2]
- [Insert Strength #3]

Areas for Improvement:

- [Insert Area for Improvement #1]
- [Insert Area for Improvement #2]
- [Insert Area for Improvement #3]

Overall, your contributions have been valuable, and I appreciate your hard work and dedication. We look forward to your continued growth and success in our team.

Please feel free to reach out if you have any questions or would like to discuss this feedback in more detail.

Best regards,

[Manager's Name]
[Manager's Position]
[Company Name]