

End of Probation Feedback

Date: [Insert Date]

To: [Employee's Name]

From: [Manager's Name]

Subject: End of Probation Period Feedback

Dear [Employee's Name],

As you have completed your probation period, I would like to take this opportunity to provide you with some feedback regarding your performance.

Strengths:

- [Strength 1]
- [Strength 2]
- [Strength 3]

Areas for Improvement:

- [Improvement Area 1]
- [Improvement Area 2]
- [Improvement Area 3]

Your contributions over the probation period have been appreciated, and I look forward to seeing 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 further.

Best regards,

[Manager's Name]

[Manager's Title]

[Company Name]