**แบบรายงานผลการปฏิบัติงานของข้าราชการครูและบุคลากรทางการศึกษา**

สำหรับเจ้าหน้าที่

**สำนักงานเขตพื้นที่การศึกษามัธยมศึกษาสุราษฎร์ธานี ชุมพร**

🞎 ครั้งที่ 1 (1 ตุลาคม ... .... – 31 มีนาคม ........)

🞎 ครั้งที่ 2 (1 เมษายน ...... – 30 กันยายน .....)

**ส่วนที่ 1 ข้อมูลพื้นฐาน**

1. ชื่อผู้รับการประเมิน ...................................................................................................................................

2. เจ้าหน้าที่................................................................... เงินเดือน ...............................................................

3. สถานศึกษา ......................................................................... สังกัด............................................................

4. จำนวนวันลาในรอบการปฏิบัติงาน .............................. ครั้ง ...................... วัน ประกอบด้วย

 🔾 ลาป่วย ............................ ครั้ง .......................... วัน

 🔾 ลากิจ .............................. ครั้ง ............................ วัน

 **รวม ................................ ครั้ง ........................... วัน**

**ส่วนที่ 2 ผลงานที่เกิดจากการปฏิบัติหน้าที่**

 (1 เมษายน 2564 – 30 กันยายน 2564)

**1. ด้านการปฏิบัติหน้าที่โดยตำแหน่ง**

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**ผลที่เกิดกับสถานศึกษา**

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**2. ด้านงานที่ได้รับมอบหมาย (ตามคำสั่งโรงเรียน)**

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**ผลที่เกิดกับสถานศึกษา**

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**3. ผลงานดีเด่น/งานอื่นๆ**

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**ผลที่เกิดกับสถานศึกษา**

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 ขอรับรองว่าข้อมูลทั้งหมดถูกต้องและเป็นความจริง

 (ลงชื่อ) ........................................ผู้รายงาน

 (.....................................................)

 ตำแหน่ง.............................

**การตรวจสอบและรับรองของผู้บังคับบัญชา**

ได้ตรวจสอบแล้วรับรองว่าการรายงานผลการปฏิบัติงานถูกต้องและเป็นความจริง

ลงชื่อ...............................................

 (นางเพียงแข ชิตจุ้ย )

 ตำแหน่งผู้อำนวยการโรงเรียนทีปราษฎร์พิทย**า**