ABSTRACT

This bachelor thesis deals with the system of performance appraisal and its implementation to practice. A good performance appraisal system is one of the key requirements for effective human resources management. It provides its company with information about the employees performance, their work potential and development needs. A performance appraisal can be a tool of fair reward based on each employee’s performance. However, all the above mentioned requires meeting one basic condition, i.e., conducting appraisals is a duty of all managers being fully supported by the company’s HR department.

This bachelor thesis provides information that could be used while implementing the performance appraisal system in any company. It deals with the relation between the performance appraisal and work performance management, with the appraisal objectives that determine the direction of the appraisal concept and performance appraisal criteria. It gives the overview of used and effective performance appraisal methods that are an integral part of each appraisal system. The thesis further specifies performance appraisal outcomes that influence other human resources processes. A part of the thesis deals with implementing of the performance appraisal in the company, its requirements, principles and an implementation process model.