

Performance Review & Self-Assessment Phrases

English phrases for performance reviews — self-assessments, describing impact, growth areas, and promotion conversations.

<https://coderslingo.com/resources/cheatsheets/performance-review/>

Describing accomplishments

Lead with strong verbs and quantify wherever you can. Numbers make impact undeniable.

- I led the migration of [system] to [tech], cutting [metric] by [X]%.
Verb + what + measurable result. This is the gold standard.
- I delivered [feature] ahead of schedule, which unblocked [team/launch].
- I owned [project] end to end, from design through rollout.
- I reduced [build/page/query] time from [X] to [Y].
- I drove adoption of [practice/tool] across [N] teams.
- I mentored [N] junior engineers, two of whom shipped their first production feature.
- I improved test coverage from [X]% to [Y]%, cutting regressions by [Z]%.

Self-assessment framing

Be confident without overstating. "I" for ownership; "we" only when the win was genuinely shared.

- This cycle, my biggest impact was [X], which mattered because [business reason].
- I consistently delivered against my goals, and exceeded expectations on [area].
- Beyond my core work, I contributed by [cross-team / hiring / docs].
- A theme this period was [reliability / velocity / collaboration].
- I took on more scope than last cycle, particularly around [area].

Discussing growth areas

Frame development positively. Name the area, show self-awareness, and state the action — never apologise or undersell yourself.

- An area I'm actively developing is [X]; I've started [concrete action] to improve.
Always pair a growth area with the action you are taking.
- I want to get sharper at [skill] — I've set a goal to [specific step].
- I'd like more practice with [area], and I'm looking for projects that stretch me there.
- I'm working on delegating earlier so I scale my impact through others.
- I recognise I can communicate progress more proactively, and I've started [weekly updates / demos].

Asking about promotion

Make it a conversation about evidence and expectations, not entitlement.

- I'd like to understand what the path to [next level] looks like for me.
- Based on the [level] rubric, I believe I'm already operating at the next level in [areas]. Where do you see gaps?
- What would you need to see from me over the next [two cycles] to support a promotion?
- Could we align on the specific evidence that would make the case for [next level]?
- I'd appreciate your honest read on how close I am, and where to focus.

Giving upward feedback

Be specific, kind, and forward-looking. Describe behaviour and impact, then suggest.

- **One thing that would help me: clearer priorities when several things land at once.**
- **I get the most value from our 1:1s when we [spend time on / unblock X].**
- **It would help the team if decisions on [area] were communicated a bit earlier.**
- **I'd love more context on the 'why' behind [roadmap changes] so I can make better trade-offs.**

Responding to critical feedback

Stay open and curious. Acknowledge, ask for specifics, then commit to an action.

- **Thank you — that's useful. Can you give me a specific example so I understand it concretely?**
Specifics turn vague criticism into something you can act on.
- **I hear you. Here's what I'll do differently going forward: [action].**
- **That's fair. I hadn't seen it from that angle — thanks for raising it.**
- **I'd like to check in on this in a month to make sure I've improved. Does that work?**

