

2 PM 8/21

Employee Performance Review

EMPLOYEE INFORMATION	
Employee Name	Mouhamed Diagne
Date of Review	08/09/2018
Job Title	Dish Machine Operator
Date	08/10/2018
Department	Tuckshop @ Dropbox
Manager	
Review Period	05/25/2018 to 08/09/2018

	1	1.5	2	2.5	3	3.5	4	4.5	5		
	Unacceptable		Needs Improvement		Meets Expectations		Exceeds Expectation		Outstanding		
Work Quality & Job Knowledge											
Technical Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Comments/ Specific Accomplishments	Great- Very aware of whats going on breaks barriers everyday										
Work Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Comments/ Specific Accomplishments	Jumped right into it- went straight for the gun without being asked										
Job Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Comments/ Specific Accomplishments	Has better innovative ways of getting the job done										
Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Comments/ Specific Accomplishments	Created your own method at the window										
Productivity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Comments/ Specific Accomplishments	Progressing on a high level										
	1	1.5	2	2.5	3	3.5	4	4.5	5		
	Unacceptable		Needs Improvement		Meets Expectations		Exceeds Expectation		Outstanding		
Dependability											
Attendance/Punctuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Comments/ Specific Accomplishments	Dependable always here always on time										
Reliability/Timeliness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Comments/ Specific Accomplishments	Reliable on time comes everyday ready to work										
Consistency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Comments/ Specific Accomplishments	Consistent doesn't complain always ready to work										
	1	1.5	2	2.5	3	3.5	4	4.5	5		
	Unacceptable		Needs Improvement		Meets Expectations		Exceeds Expectation		Outstanding		
Professionalism											
Teamwork	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Comments/ Specific Accomplishments	Works well others always has a better way of doing things										
Communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Comments/ Specific Accomplishments	Always communicates where he is and what he's doing										
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Comments/ Specific Accomplishments	He likes to do the hardest positions										
Time Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Comments/ Specific Accomplishments	Manages his own breaks knows how to get everything done										
Work Quality & Job Knowledge	4.5		Dependability		5		Overall Rating		4		
								Average Rating		4.5	

EVALUATION	
Additional Comments	Great attitude dependable always works hard
Action Plan	Keep doing what you're doing ask question Progress

VERIFICATION OF REVIEWS	
By signing this form, you confirm that you have discussed this review in detail with your supervisor. Signing this form does not necessarily indicate that you agree with this evaluation.	
Employee Signature	Date 8/29/18
Manager Signature	Date 8/29/18