

Acrobat

outsourcing
Your Hospitality Staffing Professionals

Employee Performance Review

EMPLOYEE INFORMATION

Name	Kejare James	Date of Review	09/24/2018
Job Title	Cook	Date	09/24/2018
Department	Tuckshop	Manager	Carmen VVazquez
Review Period	to		

RATINGS

	1 = Unacceptable	2 = Needs Improvement	3 = Meets Expectations	4 = Exceeds Expectations	5 = Outstanding
Job Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Comments / Specific Accomplishments</i>					
Work Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Comments / Specific Accomplishments</i>					
Dependability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Comments / Specific Accomplishments</i>					
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Comments / Specific Accomplishments</i>					
Communication/Teamwork	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Comments / Specific Accomplishments</i>					

Overall Rating

Average: 3.5

EVALUATION

ADDITIONAL COMMENTS	Kejare has been a great team player for the past 3 months with our special smoothie bar. She stepped up to the plate and exceeded my expectations. Kejare has grown a lot and still has more to do but with her positive and committed to the her craft attitude, she'll learn a lot and get far.
	Thank you for all the hard work and leadership role during those three months, it meant a lot to be able to count on you. Great job!
ACTION PLAN FOR THE NEXT YEAR	Not just for the next year but now that Kejare has come back to the kitchen a lot is expected of her. Being focused, staying inspired, learning, asking, retaining information, are going to be key for her growth as a cook. She's again in another great opportunity here in the Tuckshop, take it and run with it. Love her fighting spirit. Keep up the great work. Don't loose focus of your goals and stay motivated.

