



Employee Performance Review

EMPLOYEE INFORMATION

Name	Evelio Enriquez	Date of Review	10/23/2018
Job Title	Cook	Date	10/23/2018
Department	Tuck Shop	Manager	Jaime Barnhart
Review Period	10/15/17 to 10/15/18		

RATINGS

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

EVALUATION

ADDITIONAL COMMENTS	Evelio has established himself as one of the hardest working employees to work for the Tuck Shop. He arrives early for his shift every day, puts in hard work and does not let anything slow him down. Evelio takes initiative to start or help others with any project we need help with. He sets a great example with his reliability and work ethic.
ACTION PLAN FOR THE NEXT YEAR	To help develop Evelio's cooking techniques and progress him beyond prep work. We will also focus on food service and team support.

VERIFICATION OF REVIEW

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

10-31-18

Manager Signature

Date

10/31/18