

Acrobat

outsourcing
Your Hospitality Staffing Professionals

Employee Performance Review

EMPLOYEE INFORMATION

Employee Name Adam Daumbia
 Job Title Prep Cook
 Department Tuck Shop
 Review Period Jan 2019 to April 2019

Date of Review

4/10/2019

Date

Manager

Jaime Barnhart

RATINGS

1
Unacceptable

1.5
Needs Improvement

2
Meets Expectations

3.5
Exceeds Expectation

4
5
Outstanding

Work Quality & Job Knowledge

Technical Ability

✓

Comments/
Specific Accomplishments

Work Quality

✓

Comments/
Specific Accomplishments

Job Knowledge

Adam has great knowledge of many different cuisines and prep Methods.

Comments/
Specific Accomplishments

Creativity

✓

Comments/
Specific Accomplishments

Productivity

✓

Comments/
Specific Accomplishments

1
Unacceptable

1.5
Needs Improvement

2
Meets Expectations

3.5
Exceeds Expectation

4
5
Outstanding

Dependability

Attendance/Punctuality

✓

Comments/
Specific Accomplishments

Reliability/Timeliness

✓

Comments/
Specific Accomplishments

Consistency

✓

Comments/
Specific Accomplishments

1
Unacceptable

1.5
Needs Improvement

2
Meets Expectations

3.5
Exceeds Expectation

4
5
Outstanding

Professionalism

Teamwork

Adam is a great team member and always helps with any project big or small.

Comments/
Specific Accomplishments

Communication

✓

Comments/
Specific Accomplishments

Initiative

Adam is always on to the next project and doesn't waste time.

Comments/
Specific Accomplishments

Time Management

✓

Comments/
Specific Accomplishments

Work Quality & Job Knowledge 3

Dependability 3

Overall Rating 3

Professionalism 3

Average Rating 3

EVALUATION

Additional Comments

Adam continues to meet the high expectations of the Tuck Shop. He is a valued employee and a great team member.

Action Plan

To leverage Adam's cooking skills and introduce more African Cuisine to Dropbox.

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

Jaime B

Date

Date

4/11/19