

ACROBAT OUTSOURCING TSC GROUP

Employee Performance Review

EMPLOYEE INFORMATION

Employee Name **Maria Tamayo**

Date of Review **7/15/2019**

Job Title **Cook**

Date **7/15/2019**

Department **Dropbox, Truckstop**

Manager **Carmen Vazquez**

Review Period _____ to _____

RATINGS

	1 Unacceptable	1.5	2 Needs Improvement	2.5	3 Meets Expectations	3.5	4 Exceeds Expectation	4.5	5 Outstanding
Work Quality & Job Knowledge									
Technical Ability	☐	☐	☐	☐	☐	☒	☐	☐	☐
Comments/ Specific Accomplishments									
Work Quality	☐	☐	☐	☐	☐	☒	☐	☐	☐
Comments/ Specific Accomplishments	Can't say enough about Maria & her quality of work. Show her once and never again.								
Job Knowledge	☐	☐	☐	☐	☒	☐	☐	☐	☐
Comments/ Specific Accomplishments									
Creativity	☐	☐	☐	☐	☒	☐	☐	☐	☐
Comments/ Specific Accomplishments									
Productivity	☐	☐	☐	☐	☐	☒	☐	☐	☐
Comments/ Specific Accomplishments	She not only focuses on food production but microgreens as well. Numerous times she has overseen stations in my absence.								
Dependability									
Attendance/Punctuality	☐	☐	☐	☐	☐	☐	☐	☐	☒
Comments/ Specific Accomplishments									
Reliability/Timeliness	☐	☐	☐	☐	☐	☐	☐	☐	☒
Comments/ Specific Accomplishments									
Consistency	☐	☐	☐	☐	☐	☐	☐	☐	☒
Comments/ Specific Accomplishments									
Professionalism									
Teamwork	☐	☐	☐	☐	☐	☒	☐	☐	☐
Comments/ Specific Accomplishments	Always willing to help out where she's needed.								
Communication	☐	☐	☐	☐	☐	☒	☐	☐	☐
Comments/ Specific Accomplishments	On top of everything coming in for vegan, being prepped, cooked & served.								
Initiative	☐	☐	☐	☐	☐	☐	☒	☐	☐
Comments/ Specific Accomplishments									
Time Management	☐	☐	☐	☐	☐	☒	☐	☐	☐
Comments/ Specific Accomplishments	Maria is always moving and managing her time & prep list well.								

Work Quality & Job Knowledge _____

Dependability _____

Overall Rating

5

Professionalism _____

Average Rating _____

EVALUATION

Additional Comments

There'll be some changes at the vegan station when we move. Your input and knowledge will be crucial! Don't be shy, always speak your mind but remember to do it in a productive matter. People look up to you so keep up the great work!

Action Plan

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 **Maria Tamayo**

Date

Manager Signature **Carmen Vazquez**

Date **7/15/2019**