



ACROBAT OUTSOURCING TSC GROUP

Employee Performance Review

EMPLOYEE INFORMATION

Employee Name Anna Shova

Date of Review

Job Title Food and Beverage Operations Coordinator

Date 9/18/19

Department Tuck Shop

Manager Connie Collica

Review Period 6/11/19 to 9/11/19

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	<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 checked="" type="checkbox"/>
Comments/ Specific Accomplishments	Anya is highly skilled at leading a team and overall operations of a food and beverage program. Our team have benefited								
Work Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Comments/ Specific Accomplishments	Anya's quality of work is consistently above and beyond. She is very thorough and consistently follows through on all her								
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 checked="" type="checkbox"/>
Comments/ Specific Accomplishments	Anya's knowledge and experience is from the best of the best. She brings with her a high quality experience that she is very generous about sharing her knowledge with the team. It is a great bonus to have her connections and knowledge under our								
Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Comments/ Specific Accomplishments	Anya is very creative when thinking of different ways to teach or show a team member how to do something. While she								
Productivity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments/ Specific Accomplishments	Often times, Anya's priority is to be productive and efficient and it's great that this extends to how she leads her team. She								
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 checked="" type="checkbox"/>
Comments/ Specific Accomplishments	Never an issue with Anya! Super reliable and never late. We are so fortunate to have someone so dependable.								
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 checked="" type="checkbox"/>
Comments/ Specific Accomplishments	Anya is consistently ahead on her timeline. For someone who has a lot on her plate, she is super responsive in								
Consistency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Comments/ Specific Accomplishments	Anya is very consistent in her performance. She has a lot on her plate and to be able to keep up with the level of performance								
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 checked="" type="checkbox"/>
Comments/ Specific Accomplishments	Anya frequently jumps in to help the team. Her teamwork values are unprecedented								
Communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Comments/ Specific Accomplishments	Anya oftentimes leads the communications between our management team. She does a great job making sure the managers								
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 checked="" type="checkbox"/>
Comments/ Specific Accomplishments	Any projects I have handed to Anya, she has been able to take initiatives to improve its process. When I assigned Anya to								
Time Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments/ Specific Accomplishments	Anya is an expert multitasker and can get anything that is needed--done! She consistently over-performs and works very								
Overall Rating									
Work Quality & Job Knowledge	4.6		Dependability	4.8		Professionalism	4.6		Average Rating 4.6

EVALUATION

Additional Comments Anya's performance has far exceeded expectations. She has taken over her role and responsibilities with determination and pride. We are very lucky to have her level of experience, great judgement, and decision making expertise on our team. I feel a great weight off my shoulders knowing that the team respects her and looks to her for guidance.

Action Plan Anya is a phenomenal manager who is very focused on coordinating the team so that they complete their tasks efficiently. She is a very hands on leader, and is great at leading by example. It would benefit her to find some balance by showing/setting the example, and afterwards, letting go a little by relying on her team leads. This would also teach the team that Anya is not expected to "bail them out of work" every time they fall behind. Anya should also keep up with the great cadence and positive demeanor she leads the team with.

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 9/24/19

Manager Signature

Date 9/24/19