



**THE SERVICE
COMPANIES**

SERVICE. ABOVE ALL

PERFORMANCE DOCUMENT

Name: Jibao Washington Team Member Number: 45148
Position: Cook Property: Stripe
Issued By: Angelina Zervas Title: Operations Manager

Type of Entry (Check Applicable Box):

<input type="checkbox"/> Documented Verbal Warning	<input checked="" type="checkbox"/> Suspension - Number of Days <u>1</u>
<input type="checkbox"/> Written Warning	<input type="checkbox"/> Suspension Pending Investigation
<input checked="" type="checkbox"/> Final Written Warning	<input type="checkbox"/> Termination (complete fields below)
	Last Day Worked: _____ Term Date: _____

Nature of Entry (Check Applicable Box):

☒ Attendance ☐ Policy/Performance

Prior documentation (Dates and Infractions):

3/18/2019 - Verbal Warning for last minute call outs, 4/15 Warning for last minute call outs.

Violated standard of conduct. Please refer to the Employee Handbook for conduct standards:

Call Outs: 8/23, 8/9, 7/26, 7/5, 4/8, 3/18

Tardiness: 8/16, 7/24, 5/29, 4/15, 4/1

No Call No Show: 9/24, 7/9

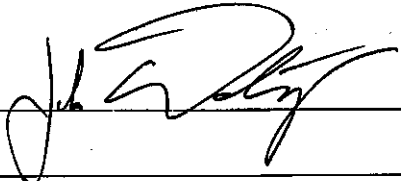
Provide details and description of the infraction:

9/24-Called in late but then no call no showed to shift.

Describe corrective behavior and actions:

Attend future shift without further attendance issues.

Team Member Comments:

Employee Signature  Date: 9-26-19
Supervisor Signature _____ Date: _____
Manager Signature _____ Date: _____