



ACROBAT OUTSOURCING

TSC GROUP

Employee Performance Review

EMPLOYEE INFORMATION

Employee Name Cruz Venegas

Job Title Recology Porter

Department FOH

Review Period 08/22/19

to 11/22/19

Date of Review 11/22/19

Date 11/21/19

Manager

RATINGS

	1 Unacceptable	1.5	2 Needs Improvement	2.5	3 Meets Expectations	3.5	4 Exceeds Expectation	4.5	5 Outstanding
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	Work Quality & Job Knowledge								
Technical Ability	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>								
Comments/ Specific Accomplishments	Meeting our expectations.								
Work Quality	<input type="checkbox"/> <input checked="" type="checkbox"/>								
Comments/ Specific Accomplishments	Great performance daily. Cruz is very reliable and trustworthy team member.								
Job Knowledge	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>								
Comments/ Specific Accomplishments	Cruz is very knowledgeable about positions. Will continue developing and improving skills, learning new tasks!								
Creativity	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>								
Comments/ Specific Accomplishments	Cruz offering great ideas to improve efficient work. Please always feel free to share with managers your thoughts!								
Productivity	<input type="checkbox"/> <input checked="" type="checkbox"/>								
Comments/ Specific Accomplishments	Can't thankful enough for being productive, helpful and hardworking team member!								

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	Dependability								
Attendance/Punctuality	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>								
Comments/ Specific Accomplishments	Appreciate a lot punctuality, being on time, great attendance which supports our team a lot!								
Reliability/Timeliness	<input type="checkbox"/> <input checked="" type="checkbox"/>								
Comments/ Specific Accomplishments	Very reliable, efficient and intelligent. Thank you for covering others mistakes and being able to communicate needs to the managers.								
Consistency	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>								
Comments/ Specific Accomplishments	Very consistent. Looking forward to develop and improve new skills. Learning process in motion at this moment with new responsibilities!								

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	Professionalism								
Teamwork	<input type="checkbox"/> <input checked="" type="checkbox"/>								
Comments/ Specific Accomplishments	100% Incredibly thankful for being supportive and always ready to help!								
Communication	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>								
Comments/ Specific Accomplishments	Good communication. Looking forward to continue developing direct, clear communication with managers, continue building transparency and trust. We are here to support you!								
Initiative	<input type="checkbox"/> <input checked="" type="checkbox"/>								
Comments/ Specific Accomplishments	I admire his initiative. Keep up with good work ethic. Please share your ideas before doing so managers can approve and help you to execute it even easier! Team work and creativity always very much appreciated!								
Time Management	<input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>								
Comments/ Specific Accomplishments	Getting better! Staying focused and so far only good feedback about time management. Appreciate that you are keeping up with schedule and assigned tasks								

Overall Rating

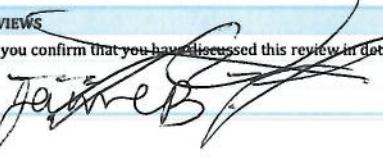
Work Quality & Job Knowledge 4 _____ Dependability 4.5 _____ Professionalism 4 _____ Average Rating 4 _____

EVALUATION

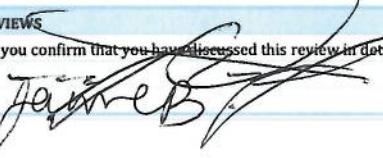
Additional Comments	I am happy and proud of working with Cruz. Looking forward to provide more training and help with his professional growth. Grateful for your work ethic! Again we are here to support! Thank you for an amazing performance!
Action Plan	Please starting Monday 11.25 increase his pay rate to \$19.75 per hour. I will continue working and supporting his growth! More to come!

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 

Date 11/22/19

Manager Signature 

Date 11/22/19