

Acrobat

outsourcing
Your Hospitality Staffing Professionals

+ 5%
\$17,85

Employee Performance Review

EMPLOYEE INFORMATION	
Name Alan Harrison	Date of Review January 2018
Job Title Bartender - lead	Date 1/2/2018
Department Tuck Shop - FOH	Manager Alexandra Bouillon
Review Period 2018 annual to	

RATINGS		1 = Unacceptable	2 = Needs Improvement	3 = Meets Expectations	4 = Exceeds Expectations	5 = Outstanding
Job Knowledge		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments / Specific Accomplishments	3					
Work Quality		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments / Specific Accomplishments	3					
Dependability		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments / Specific Accomplishments	3					
Initiative		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments / Specific Accomplishments	3					
Communication/Teamwork		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comments / Specific Accomplishments	3					
Overall Rating		Average: 3				

EVALUATION	
ADDITIONAL COMMENTS	Help Standardize Recipes , train others on them. Teach others. Take time to help them know what you know
ACTION PLAN FOR THE NEXT YEAR	

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
Manager Signature	Date