

Acrobat

outsourcing
Your Hospitality Staffing Professionals

+ 5%
\$ 17,85

Employee Performance Review

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

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