

# Acrobat

outsourcing  
Your Hospitality Staffing Professionals

## Employee Performance Review

<b>EMPLOYEE INFORMATION</b>		Date of Review
Name	Chris Tucker	8/10/2018
Job Title		Date 8/23/2018
Department	Tuck Shop	Manager Eddie Garcia
Review Period	to August 2018	

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

<b>EVALUATION</b>	
ADDITIONAL COMMENTS	Chris has been a valuable addition to our crew since he rejoined us last year. His depth of knowledge and execution of different cuisines continues to be his greatest asset and contribution to the Tuck Shop. Chris understands and follows direction from his superiors and carries out his tasks without complaint. He maintains a upbeat and professional attitude and has never shied away from the tough jobs that need to be done. Chris communicates well with others and has a great working relationship with his peers as well as the management. Chris takes the initiative to effectively communicate any changes or conflicts to his schedule. Chris has taken great strides in executing the daily menus for the Gastro station as well as lending a hand in both on-site and off-site catering in addition to any pop-ups or special menus we periodically feature at the Tuck Shop.
ACTION PLAN FOR THE NEXT YEAR	While Chris develops his culinary skill set over the next year, the main focus will be to work on initiative and dependability in the kitchen. To take on more responsibility in the complete execution of the daily menus for the Gastro station as well as other tasks in the kitchen with speed, proficiency, accuracy and minimal instruction from the management team. Another focus for Chris would be to share his knowledge with his peers to elevate those around him who may not be as experienced.

<b>VERIFICATION OF REVIEW</b>	
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 8/30/18