

# Acrobat

outsourcing  
Your Hospitality Staffing Professionals

20.  
Employee Performance Review

## EMPLOYEE INFORMATION

Name Ashley Leoncavallo  
Job Title \_\_\_\_\_  
Department Tuckshop  
Review Period 2/17/17 to 3/6/18

Date of Review  
Date 3/06/18  
Manager Carmen Vazquez

## RATINGS

### Job Knowledge

Comments /  
Specific Accomplishments

1 = Unacceptable  2 = Needs Improvement  3 = Meets Expectations  4 = Exceeds Expectations  5 = Outstanding

### Work Quality

Comments /  
Specific Accomplishments

### Dependability

Comments /  
Specific Accomplishments

### Initiative

Comments /  
Specific Accomplishments

### Communication/Teamwork

Comments /  
Specific Accomplishments

### Overall Rating

Average: 5

## EVALUATION

### ADDITIONAL COMMENTS

Ashley is a great leader, cook, and teammate. She has grown so much in the last year, is really inspiring. She has become a huge part in my growth as a manager and she has taken everything I've showed her and forever filed it into the <sup>resume</sup> ~~in~~

### ACTION PLAN FOR THE NEXT YEAR

I'm very proud of Ashley for jumping into a cuisine, many fear or find that uninspiring.

In the next year I hope for her to stay  Thank you for everything & keep on learning, eating & teaching.

## 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