



WJU

Reichel Foods, Inc. Employee Performance Review

EMPLOYEE INFORMATION					
Name: Anab Hussein			Due Date: 8/31/2020		
Job Title: Tray Filler			Employee Start Date: 9/11/2012		
Department: MV2			Supervisor/Manager: Sam Chea		
Review Period 9/11/2019 to 9/11/2020			Raise Recommended? No How much?		
RATINGS					
	1 = F Poor	2 = D Fair	3 = C Satisfactory	4 = B Good	5 = A Excellent
Job Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Fully train on all zone 1 areas, able to work some areas in the pack off</i>					
Work Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Does a good job of filling produce and other componets to correct weight</i>					
Attendance/Punctuality 3 call in/2 tardy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>attendance is ok, need improvement on getting to the line on time during start up</i>					
Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Works in a safe manner, no incidents documented</i>					
Food Safety/GMP Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Comments : 6/22/20 - not wearing correct mask</i>					
Communication/Listening Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>takes direction well from Leads & Supervisors</i>					
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Able to keep pace with the lines and does a good job with controlling produce weights</i>					
Dependability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Can be counted on</i>					
Overall Rating 4.5					
EVALUATION					
Trained on all postions on zone 1, able to work in the pack off in a pinch, needs work on getting to the line on time and communication on TOR or being able to work late at times when we are short.					
GOALS: Strive for zero GMP Violations for the rest of the year, commit to reducing or eliminating scrap wherever possible, return from breaks in a timely manner, Keep break room and restroom areas clean at all times, train new employees on being up to speed with filling to proper weights					
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 <i>Anab Hussein</i>			Date 9/14/20		
Supervisor/Manager Signature <i>[Signature]</i>			Date 9/14/20		
OFFICE USE ONLY					
Raise Amount: <i>0 cents</i>		Prev. Raise Amt:		Date:	
New Wage: <i>13.25</i>		Prev. Raise Amt:		Date:	
Effective Date of New Wage:		Prev. Raise Amt:		Date:	
Reason:					
Accounting Signature					