

8/23
9/20



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Reichel Foods, Inc. Employee Performance Review

EMPLOYEE INFORMATION

Name: Abreham Mengiste-90 days	Due Date: 08/31/2020
Job Title: North Plant Warehouse	Employee Start Date: 05/11/2020
Department: Hormel Warehouse	Supervisor/Manager: Phuy Vorng Chi
Review Period 8/13/2019 5/11/20 to 8/13/2020 9/11/20	Raise Recommended? Yes / 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>Comments Great job knowledge and understand quickly what need to be done.</i>					
Work Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments Always keep area cleared and keep production running most of the time.</i>					
Attendance/Punctuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments : 0 call in / 0 tardy</i>					
Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments : Drvie caution and follow well safety rules.</i>					
Food Safety/GMP Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments Recognize food safty harzard in work area.</i>					
ommunication/Listening Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments Accept job assignment willingly, and respond well to direction.</i>					
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Comments Learn more WH all producedures to ensure comply with SQF.</i>					
Dependability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> 4
<i>Comments All area make him very dependable.</i>					
Overall Rating (average the rating numbers above)	4.87				

EVALUATION

ADDITIONAL COMMENTS : Abreham is great worker and on time to work everyday. He has potential to work independently without direction , and never complained as assigned extra duty.

GOALS (as agreed upon by employee and manager) Keep all area clean be ready for Audit and help save down time.

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>[Signature]</i>	Date 8/12/20
Supervisor/Manager Signature <i>[Signature]</i>	Date 08/12/20

OFFICE USE ONLY

Raise Amount: <i>0 change</i>	Prev. Raise Amt:	Date:	Reason:
New Wage: <i>14.00</i>	Prev. Raise Amt:	Date:	Reason:
Effective Date of New Wage:	Prev. Raise Amt:	Date:	Reason:
Accounting Signature			

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