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Reichel Foods, Inc. Employee Performance Review

EMPLOYEE INFORMATION					
Name: Susanna Lakosang			Due Date: 8/31/2020		
Job Title: Hormel Sanitation (7/18/16)			Employee Start Date: 9/13/2013		
Department: Hormel			Supervisor/Manager: Cham Ouk		
Review Period 9/13/2019 to 9/13/2020			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 checked="" type="checkbox"/>	<input type="checkbox"/>
Comments understand well of work duty					
Work Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Comments always try her best to keep the line clean and organize					
Attendance/Punctuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments 0 call in/1 tardy					
Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments getting better of safety , always follow the rules					
Food Safety/GMP Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments : 0 GMP					
Communication/Listening Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments listen and follow the instruction very well					
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments always keep her self busy , help line as need					
Dependability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments her work ethic make her very dependable					
Overall Rating (average the rating numbers above)		4.75			
EVALUATION					
ADDITIONAL COMMENTS					
GOALS (as agreed upon by employee and manager) always keep area clean and organize , help get thing ready audit					
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>Susanna Lakosang</i>			Date <i>08-20-20</i>		
Supervisor/Manager Signature <i>[Signature]</i>			Date <i>8-20-20</i>		
OFFICE USE ONLY					
Raise Amount: <i>0 \$/mo</i>		Prev. Raise Amt:	Date:	Reason:	
New Wage: <i>14.50</i>		Prev. Raise Amt:	Date:	Reason:	
Effective Date of New Wage:		Prev. Raise Amt:	Date:	Reason:	
Accounting Signature					
Trade secret: confidential commercial information exempt from disclosure pursuant to 5 U.S.C. § 552(b)(4)					

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