



EMPLOYEE PERFORMANCE EVALUATION

Name: Andy Hoke	Hire Date: 1/19/2026
Department: Shipping and receiving	Evaluation Period: 60 Days

Performance Evaluation	Excellent	Good	Fair	Poor	Comments
Job Knowledge			x		More knowledge with Ross system/ doing paperwork
Productivity/Work Quality			x		look at the whole picture/ task ahead for the day
Cooperation/Attitude	x				Cooperates with all co workers
Initiative			x		step up and ask question/ learn more
Communication Skills/Work Relations		x			Need more work on forklift. Racking / unranking
Punctuality/Attendance	x				always here on time
Safety Compliance			x		few mishaps with forklift, bumps/ few things hit I can elaborate

Strengths attendance . Work well with ohters/ listen to others on training..

Areas for Improvement Forklift/ receivng raw material/packaging/ Doing paper work on his own / BOL's

Goals Ross sytem/ improving forklift skills/ racking / unranking / always think safety..

Employee Signature:

Supervisor Signature:

Date Completed:

3/27/26