



W W

**Reichel Foods, Inc. Employee Performance Review**

EMPLOYEE INFORMATION	
Name: Sharif Dini	Due Date: 4/30/2021
Job Title: Reichel Line Lead Person	Employee Start Date: 5/17/2017
Department: 2nd Shift Production	Supervisor/Manager: Darrius Louwell
Review Period 5/17/2020 to 5/17/2021	Raise Recommended? <u>Yes</u> / No How much? .50cents

RATINGS	1 = F Poor	2 = D Fair	3 = C Satisfactory	4 = B Good	5 = A Excellent
<b>Job Knowledge</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments you know how to dump apples, slicing flume, production sanitation, and run Mv1 machine as well. Continue to learn Orics 6.</i>					
<b>Work Quality</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comment Has great work performance, completes all the assignment and task, exceeds all expectations.</i>					
<b>Attendance/Punctuality</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Comments 4 call ins / 0 tardy can be count to be at work every day.</i>					
<b>Safety</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments no issue. Work in safe manner.</i>					
<b>Food Safety/GMP Compliance</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments no issue. No GMP violation been recorded. That been improve from last years. Great job keep it going.</i>					
<b>Communication/Listening Skills</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments willing to work wherever. Follow intruction well. Get a long with people well, always try to work as team.</i>					
<b>Initiative</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments know what he's doing, strive hard to make sure we always keep up with the line. You done a great job keep it going.</i>					
<b>Dependability</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments : can be count on. continue learning new thing, you doing good.</i>					

Overall Rating: **4.875**

**EVALUATION**

ADDITIONAL COMMENTS You are an excellent employee with good leadership skills that provide great work ethic out on the production floor. You are an asset to 2nd shift production and to this company, continue to provide a good service for the company.

GOALS Continue to learn more on Orics 6 machine and help promote food safety awareness and GMP's. Continue staying proactive on the production floor with leading, training, and working as a team.

**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>Sharif</i>	Date 4-12-21
Supervisor/Manager Signature <i>Darrius J</i>	Date 4-12-21

**OFFICE USE ONLY**

Raise Amount: <i>50¢ deny</i>	Prev. Raise Amt:	Date:	Reason:
New Wage: <i>16.50</i>	Prev. Raise Amt:	Date:	Reason:
Effective Date of New Wage:	Prev. Raise Amt:	Date:	Reason:

Accounting Signature