




EMPLOYEE PERFORMANCE EVALUATION

Name: Jason Freeman	Hire Date: 8/21/2025
Department: Shipping	Evaluation Period: 60 Days

Performance Evaluation	Excellent	Good	Fair	Poor	Comments
Job Knowledge		x			getting to learn more
Productivity/Work Quality	x				always staying busy
Cooperation/Attitude	x				great attitude/ well - liked
Initiative		x			
Communication Skills/Work Relations	x				great Co-worker to have in shipping
Punctuality/Attendance	x				always on time
Safety Compliance	x				safe worker

Strengths	punctual and attendance. Fast learner, great communication with co-workers and I , great attitude each and ever day . Has larend our computer work scanning and understands the process. Flecible schedule when we need Jason to work other shifts.
Areas for Improvement	More work with receivng raw material and packaging and being more comfortable with doing Bill of ladings for outbound loads
Goals	Learning to open in the mornings and getting everthing staged for production and learning the process Paul does in his daily routine at start up . Bigger goal learn to drive the yard truck backing and moving trailers in the lot.

Employee Signature: 

Supervisor Signature: 

Date Completed: 10-23-25