



WV

Reichel Foods, Inc. Employee Performance Review

EMPLOYEE INFORMATION	
Name: David Miller	Due Date: 4/30/2021
Job Title: Palletizer	Employee Start Date: 5/22/2018
Department: MV2	Supervisor/Manager: Jamie Laber
Review Period 5/22/2020 to 5/22/2021	Raise Recommended? 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 David has a great understanding as a palletizer for all lines.</i>					
Work Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments David does a great job making sure every case has a case label and every pallet is wrapped tight enough.</i>					
Attendance/Punctuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments 2 call ins / 0 tardy Excellent attendance and he manages his breaks well.</i>					
Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments David works in a safe manner.</i>					
Food Safety/GMP Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Comments 2 GMP 1/27, 1/28/21 - Other/Jewelry continue no more GMP violations.</i>					
Communication/Listening Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments David listens to supervisors and leads and communicates issues we are having.</i>					
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<i>Comments try to find ways to eliminate or reduce waste.</i>					
Dependability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments David works well independently with little or no direction.</i>					
Overall Rating (average the rating numbers above) 4.75					

EVALUATION
ADDITIONAL COMMENTS be audit ready everyday and continue to train new employees.
GOALS (as agreed upon by employee and manager) continue no more GMP violations, keep the floors clean, try to find ways to eliminate or reduce waste and help achieve daily going rates while following all reichel foods policies and procedures.

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>David Miller</i>	Date 4/28/21
Supervisor/Manager Signature <i>Jamie Laber</i>	Date 4/28/21

HR USE ONLY			
Raise Amount: <i>0.00</i>	Prev. Raise Amt:	Date:	Reason:
New Wage: <i>12.00</i>	Prev. Raise Amt:	Date:	Reason:
Effective Date of New Wage:	Prev. Raise Amt:	Date:	Reason:
Accounting Signature			