

# Adi Purwanto - Self Performance Review

Employee : Adi Purwanto

Job Position : IT SUPPORT

Organization : IT

Supervisor : DWW

Tanggal : 2022-03-01

Question	Grade
KNOWLEDGE	
Computer (ability to use software & hardware related to the job)	3
Language (Bahasa & Basic English)	2.5
Presentation Skill (related to the job)	3
Analytics	3
SKILLS	
Strategy Development	3
Reporting & Administration	2
Passion towards to the job	2.7
Eagerness to learn	3
Respect towards peers, superiors, partners/ vendors, clients	2.6
CAN-DO, Positivity	2
Sense of belonging to the company	2.5
ATTITUDE	
Perseverance	3
Company Compliance	3
Resourcefulness (willingness to be part of the solution)	3

Honesty	2.8
General Knowledge (current news and trend are related or didn't related to the job)	2.9
Basic Workflow (understanding of work flow across divisions)	3.5
Finance & Administration	3.5

Summary Score	Weight	Average SCORE	Final SCORE
KNOWLEDGE	25%	2.875	0.72
SKILLS	25%	2.5428571428571	0.72
ATTITUDE	45%	3.1	1.4
			2.84