**Performance Review**

# **Work Summary**

| This provides you with quick synopsis of the work you have completed over the past quarter based on deliverables & projects completed. Since this is generated by your manager, it might not be complete. There is a section for you to provide any additional work that you would like to highlight. |
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## Automated CSV Reports for Enterprise Clients *(3 weeks)*

* Worked with QA to identify a clear path for testing.
* Completed work 1 week ahead of schedule.
* 3 bugs were introduced by project & had to be fixed via hotfix release.

## Internal Analytics Review *(6 weeks)*

* Identified & created project to review our internal analytics tool for quality of data, ease of use, and potential optimizations.
* Worked with key stakeholders to identify current usage, bugs, and wish-lists.
* Documented & presented transition to Google Analytics proposal to leadership team

## Anything Else?

Are there any projects you worked on that I did not include?

* Completed SQL certification course on Udemy.
* Provided 84% code coverage on all pull requests.

# **Looking Back - Feedback on Core Competencies**

| This feedback ranges from **developing** to **proficient** to **advanced**. The feedback level is scaled based on your current engineering level. This feedback should identify clear areas for improvement as well as areas you have exceeded expectations for your engineering level. |
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## Job Knowledge **Proficient**

You show a high degree of technical understanding and are always looking to tackle tough challenges. I appreciate your willingness to learn new technologies throughout our tech stack. You showed this in your work on the CSV report and as we rolled out our analytics application. Continue to work to better understand our relationship with other parts of the business and how we can impact their teams. For example, when you communicate with other parts of the business, try and tailor your communication to the audience. We will talk about this more in the communication portion.

## Customer Service **Developing**

While we do not regularly interact with external customers, it is important that we recognize other departments as “internal customers”. You do a good job understanding the needs of our team, but I believe there is room for improvement in your timing. Work to recognize when someone is pushing you to complete something just because it benefits them and when it is truly urgent. That will help you be able to let them know that it will not be addressed right away even though they are pushing timelines. Be willing to provide accurate timelines even though it might not be what they are expecting.

## Problem Solving **Proficient**

You are very good at solving problems within the core applications. Your approach to our CSV issue was truly novel and a unique approach. I appreciate your ingenuity and applaud your use of tooling to quickly and comprehensively solve the problem. You provide good alternative solutions, just make sure you consider all parts of the equation when suggesting ideas. Oftentimes we focus on the technical solution without considering the end user. It is important to see all sides of an issue to provide a long term solution.

## Communication **Proficient**

One area of improvement that I see for you is in your ability to communicate how our technology can impact other parts of the business. You can discuss the importance of a technical concept, but I have noticed a tendency to over communicate. This is apparent when we are in grooming sessions. I see a tendency to repeat or elaborate on an issue or solution that has been proposed to show you understand it fully. Trust yourself that you know the problem and have enough information to solve it.

## Judgment **Advanced**

I trust the decisions you make to be thorough and well thought out. You identify confident solutions to problems and can communicate why they are sound. Look for how you can expand that confidence out to other parts of the development cycle (story writing, architecture changes, project estimating). As with your communication, I don’t need all the details before trusting your decision. Continue to have confidence in what you do. When you repeat your process it can tend to come off as you are trying to better understand the issue even though you are usually exactly right in your interpretation.

## Dependability **Developing**

Your dependability has always been a strong area. Being dependable includes attendance and following through with commitments. There are a few areas where you have been a few minutes late or have missed a deadline for tasks outside of your stories. Continue to make sure you are arriving for meetings before they start. This will help others build confidence in you as a leader.

## Team Orientation **Advanced**

Team orientation has never been an issue with you and I truly appreciate the way you approach working within your squad and within the technology team. Continue to lead in this area and show confidence in other members of your team. Leadership can be a difficult skill to develop, but the way you work shows real leadership and interest in others.

# **Top Strengths**

| This provides you with a quick overview of the areas you excel in. It is important to continue to foster these skills so they do not become stagnant over time. |
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* Positive attitude and your attention to detail with everything you do
* Deep understanding of technical concepts
* Problem solving & ability to use your available tools

# **Growth Areas**

| This provides you with a quick overview of the areas you should focus on for the next quarter. While these are not a comprehensive list, they do provide you with points of reflection as you work within the team. |
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* Communication within meetings
* Attendance & attention to non-development tasks
* Confidence in yourself

# **Summary & Priorities Looking Forward**

| The summary and priorities area gives you a final review of where you are and where you are headed. It should be your guiding light for the next quarter and beyond. If you continue to work on the items below, you should expect to see regular growth within the company. |
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## Summary

You are a very well rounded engineer and will be incredibly successful in whatever you set your mind to. Continue to recognize what the right level of communication is for every situation. Also, work on your confidence & begin to grow your leadership skills. You have a unique skill set. Lean on that as you progress through your career and don’t be afraid to lead.

## Progress Towards Next Level

I believe you would be successful in an architecture position or leading a group given your attention to detail and high level of ownership in everything you do. Do not let that attention to detail keep you from delivering for your customers. Pay attention to all parts of the business and how changing your approach affects the business. That will help you be able to make tough decisions when it comes to timelines, quality, and scalability.

## Top 3 Priorities

* **Be confident in yourself**. You are a very strong engineer and that shows in the opportunities you have given yourself in your career. Be confident in your decisions and don’t second guess yourself as you work within your story writing or team meetings.
* **Find leadership opportunities**. Seek out leadership opportunities as you progress. They usually do not just fall into your lap and can pass you by if you are not paying attention. Be open to trying new things and leading in ways that might be scary or uncomfortable. Oftentimes these are the most rewarding experiences.
* **Continue to grow your skills**. While you are really strong technically, do not forget to keep up on new technologies and changes within the industry. This will help you stay ahead of the curve and continue to advance quickly. Additionally, continue to work to grow your “essential skills” like communication and leadership. Those can be more valuable than technical aptitude as you progress through your career.