



Kailey Baker**Minh K. Tran**

2025-11-22

Basic Info

Id

11

Employee Name

Minh Kim Tran

Title

Architectural Designer, Tech 5

Email

mtran@ennead.com

Start Time

2025-11-22 13:22:39

Completion Time

2025-11-22 13:45:36

Date Of Evaluation

2025-11-22 00:00:00

Employee Name Alt

Kailey Baker

Performance Ratings

Communication Rating



Collaboration Rating



Professionalism Rating



Technical Knowledge & Expertise Rating



Workflow Implementation, Management, Execution Rating(Projects, Proposals, Employee Relations,...



Performance Comments

Communication Comments

Within the team, to consultants, and to the owner - Kailey is very thoughtful in everything she says.

Collaboration Comments

Kailey carries her weight and more. In addition to keeping clear lines of communication, she works with all members of the team to ensure the design is executed. She is reliable to complete her work (and more) even under a lot of pressure or little time.

Professionalism Comments

Kailey deservedly earned the trust of the client, consultants, and contractors. She is sincere in her words and actions and is consistently reliable. Finally - she is truly dedicated to the project's design success in every level - not just aesthetically, but also economically and sustainably.

Technical Knowledge & Expertise Comments

One area where Kailey stands out among others is that she fluidly pulls from her years of experience. Not only from a design/ aesthetic point of view but from programming and technical/ constructibility knowledge as well. She doesn't boast about this knowledge but simply pulls it out when it is relevant.

Workflow Implementation, Management, Execution Comments

Another great trait of Kailey's is that she is thinking about the big picture and outcome, but also thoughtful of how we get there. It is greatly appreciated because her input is not just about her process, but about how the team works together to achieve the outcome - it shows she has a good grasp of how to complete project and is a true skill of a leader.

Software Tools

Revit

5 (Exceptional)

Rhino

5 (Exceptional)

Enscape

5 (Exceptional)

D5

5 (Exceptional)

Vantage Point

0 (Not Applicable)

Deltek/Adp

0 (Not Applicable)

Newforma

0 (Not Applicable)

Bluebeam

5 (Exceptional)

Grasshopper

0 (Not Applicable)

Word

0 (Not Applicable)

Powerpoint

0 (Not Applicable)

Excel

3 (Meets Expectations)

Illustrator

5 (Exceptional)

Photoshop

0 (Not Applicable)

Indesign

5 (Exceptional)

Additional Data

Software & Tools Feedback

In addition to excelling at most software, Kailey also led the team's VR effort for presenting to the client. I'm confident she will excel at any program she touches - and when she doesn't know it doesn't stop her. Her friendly relationship with Sen is a testament to her using people resources wisely to better improve a workflow or achieve a specific outcome.

Specific Performance Examples

Alexander Institute is lucky to have Kailey on the team - she has been the full-time day-to-day person from Day 1 and stepped up to the challenge. Is is an integral member on the team that is fully trustworthy to represent the project with very little oversight. Her skills meet her level of experience, but her dedication and thoughtfulness are what makes her excel beyond.

Overall Performance Rating

5

Employee Development

Areas For Growth / Development Goals

Kailey works most closely with Alex, and it seems to be a very close and respectful relationship. I think she's had many opportunities to bring her design ideas to the table. I think we should give her more room to explore and potentially lead. I hope to see her grow as a leader in whatever role she hopes to become. Outside of the project team, I especially like that Kailey has a close social cohort and is very well attuned to the office culture. Also, she really needs to get licensed already.

Additional Information

Communication2

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Workflow Implementation, Management, Execution (Projects, Proposals, Employee Relations,...

5

Software & Tools2

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