TechnoNext Software Ltd.
Performance Assessment Form

Name	Md. Saroar Zahan	Assessment Period	
Designation	software engineer	Current Project	
Department	software	Direct Line Manager	Md. Monir Hossain
Employee ID	152	Dotted Line Manager	
Date of Joining	2022-07-26	Current Salary	500

PART - A

Employee Self-Assessment

1. Personal goals for this assessment period	traveller
2. Your major accomplishments	tyioljkl
3. Additional achievements (if any)	djduejejjjdd
4. How did you work with your PM & others	via internet
5. Levels and competencies assessment	Please mention your self-achievement in the below competencies
a. Software engineering	
b. Design and architecture	
c. Results and impact	
d. Collaboration	
e. Others (if any)	

List your key strengths	Objectives that you could meet during this assessment period	Objectives you couldn't meet during this assessment period & why	Your primary goals & objectives for next assessment period
hello	Is everything	**yes i am fine**	to be fit and healthy

Mark Yourself out of 10	7/10

PART - B

Employee Assessment by Project/Line Manager

SI.	Technical Skills	1	2	3	4	5	6	7	8	9	10
1	Project Performance	☐	☐	☐	☐	☐	☐	☑	☑	☐	☐
2	Test Case Preparation & Review Proficiency	☐	☐	☐	☐	☐	☐	☑	☑	☐	☐
3	Testing Tools expertise	☐	☐	☐	☐	☐	☐	☑	☑	☐	☐
4	Effective Bugs Reporting and Fixing	☐	☐	☐	☐	☐	☐	☑	☑	☐	☐
5	Maintain Project Timeline	☐	☐	☐	☐	☐	☐	☑	☑	☐	☐
	Human Skills										
6	Teamwork	☐	☐	☐	☐	☐	☐	☑	☑	☐	☐
7	Communication Skills	☐	☐	☐	☐	☐	☐	☑	☑	☐	☐
8	Accountability & Responsibility	☐	☐	☐	☐	☐	☐	☑	☑	☐	☐
9	Proactiveness	☐	☐	☐	☐	☐	☐	☑	☑	☐	☐
10	Discipline & Behavior	☐	☐	☐	☐	☐	☐	☑	☑	☐	☐
	Total										

Line Managers Justification & Own Feedback on Employee Self-Assessment

Fully agree on Employee Self-Assessment ☐

Partially Agree ☐ ....% Agree with self-assessment

Employee's Strength: coding and communication

Areas for Improvement: algorithm and dsa

Signature:

Name: Md. Monir Hossain

PART - C

<div style="background-color:#9ACD32; text-align:center">Employee Assessment Approval by CTO & Head of Operations</div>

Comments & Approval of CTO	**Comments & Approval of Head of Operations**
Mark the Employee out of 15:12 Signature: Name: Sojib Production	Mark the Employee out of 15:12 Signature: Name:Saroar Sojib

PART - D

<div style="background-color:#9ACD32; text-align:center">Employee Assessment by HRD</div>

Performance Based on Assessment Score			
Rating	**Grade**	**Rating**	**Grade**
91-100 =	**Excellent** ☐	**41-60 =**	**Fair** ☐
81-90 =	**Very Good** ☐	**20-40 =**	**Poor** ☐
61-80 =	**Good** ☐		

Assessor	Total	Obtained
Self-Assessment	10	7
Project/Line Manager	40	30.400000000000002
CTO	15	12
Head of Operations	15	12
HRD	20	15
Total	**100**	**76.4**

Employee's Personal File's Record
1. Attendance Status (Filled by Own Department): regular
2. Disciplinary Action (if any): ok
3. Leave Record:

a). Casual Leave : 10 (Ten) days Availed: Days: 13.5

b). Sick Leave : 14 (Fourteen) days Availed: Days: 10

c). Earn Leave : 21 (Fourteen) days Availed: Days: 0

d). Maternity/Paternity Leave: _____ Availed: Days: 0

e). Special Leave: _____ Availed: Days: 0

e). Leave Without Pay _____ Availed: Days: 0