

Employee Name : Nishtha Goel **Plan Name** : 2019
Employee ID : 146108 **Print Date** : Aug 17, 2020
Supervisor Name / ID : Shivam Pandey / 128981 **Skip Name / ID** : Richa Anand / 125882

Overall Rating

| | | | |
|-------------|---|-------------------|--|
| Goal | 3 - (Meeting most performance criteria) | Competency | |
|-------------|---|-------------------|--|

Goal

| | | | |
|--|---------------------------------|-----------------------|-------------|
| Goal Title | | | |
| Successful client delivery | | | |
| Description | | | |
| SLA to be met for MTTR and MTTC All production support artifacts like monthly dashboard, shift handover, health checks to be adhered. | | | |
| Weightage(%) | Category | Start Date | End Date |
| 15 | Customer (External & Internal) | 30-Sep-2019 | 31-Dec-2019 |
| Employee Assessment | | Supervisor's Feedback | |
| JIRA updation, Confluence updation,Time Sheet updation with proper comments always on time | | <No Feedback Given> | |
| | | | |
| Goal Title | | | |
| Maintain code quality | | | |
| Description | | | |
| Code Score >=90 in enhancements | | | |
| Weightage(%) | Category | Start Date | End Date |
| 15 | Customer (External & Internal) | 30-Sep-2019 | 31-Dec-2019 |
| Employee Assessment | | Supervisor's Feedback | |
| Maintained code quality as per coding standards suggested by client or Lead | | <No Feedback Given> | |
| | | | |
| Goal Title | | | |
| High client satisfaction as provided feedback to account/delivery leadership | | | |
| Description | | | |
| No escalation from client OR feedback from Delivery leads onsite/offshore | | | |
| Weightage(%) | Category | Start Date | End Date |
| 10 | Customer (External & Internal) | 30-Sep-2019 | 31-Dec-2019 |
| Employee Assessment | | Supervisor's Feedback | |
| Never received any escalation or negative feedback from client or delivery leads. | | <No Feedback Given> | |
| | | | |
| Goal Title | | | |
| Developing assets for EXL AA&R/Client. Some Out of Box thinking to develop an assest that can be useful for organization | | | |
| Description | | | |
| Number of automation done for monitoring process/processes built for production support process | | | |
| Weightage(%) | Category | Start Date | End Date |
| 5 | Strategic | 30-Sep-2019 | 31-Dec-2019 |
| Employee Assessment | | Supervisor's Feedback | |
| Worked on 1 project GSSC Finance Bank Charges | | <No Feedback Given> | |

Goal Title

Utilization or availability or billable hours

Description

Total billable hours against total hours

| Weightage(%) | Category | Start Date | End Date |
|----------------------------|---------------------------------------|------------------------------|-------------|
| 20 | Financial / Revenue / Cost Management | 30-Sep-2019 | 31-Dec-2019 |
| Employee Assessment | | Supervisor's Feedback | |
| 9 hours | | <No Feedback Given> | |

Goal Title

Adherence to best practices of RPA development

Description

Regular code reviews from Lead
Proper documentation as per process

| Weightage(%) | Category | Start Date | End Date |
|--|--|------------------------------|-------------|
| 10 | Internal Business Process / Operational Excellence | 30-Sep-2019 | 31-Dec-2019 |
| Employee Assessment | | Supervisor's Feedback | |
| Regularly implemented all code reviews feedback received from Lead | | <No Feedback Given> | |

Goal Title

Comply and adhere to EXL internal timelines/deadlines and adherence to work timings

Description

No negative feedback/escalation from reporting manager

| Weightage(%) | Category | Start Date | End Date |
|--|--|------------------------------|-------------|
| 5 | Internal Business Process / Operational Excellence | 30-Sep-2019 | 31-Dec-2019 |
| Employee Assessment | | Supervisor's Feedback | |
| Never received any escalation or negative feedback from reporting manager. | | <No Feedback Given> | |

Goal Title

Comply and adhere to client timelines/deadlines

Description

Agreed development time frame

| Weightage(%) | Category | Start Date | End Date |
|--|--|------------------------------|-------------|
| 5 | Internal Business Process / Operational Excellence | 30-Sep-2019 | 31-Dec-2019 |
| Employee Assessment | | Supervisor's Feedback | |
| Always completed work within the timelines provided for development. | | <No Feedback Given> | |

Goal Title

Ensure self development through cross skilling and certifications

Description

at least 1 certification/cross skill training

| Weightage(%) | Category | Start Date | End Date |
|---|------------------------------|------------------------------|-------------|
| 5 | People / Learning and Growth | 30-Sep-2019 | 31-Dec-2019 |
| Employee Assessment | | Supervisor's Feedback | |
| UiPath Certification and Automation Anywhere certification completed before joining EXL | | <No Feedback Given> | |

Goal Title

Mentor new resource/team members and fostering team spirit.

Description

| | | | |
|--|------------------------------|-----------------------|-------------|
| NA | | | |
| Weightage(%) | Category | Start Date | End Date |
| 5 | People / Learning and Growth | 30-Sep-2019 | 31-Dec-2019 |
| Employee Assessment | | Supervisor's Feedback | |
| NA | | <No Feedback Given> | |
| | | | |
| Goal Title | | | |
| Comply to all EXL policies and ensure 100% completion on mandatory trainings | | | |
| Description | | | |
| All Mandatory training complete in time | | | |
| Weightage(%) | Category | Start Date | End Date |
| 5 | People / Learning and Growth | 30-Sep-2019 | 31-Dec-2019 |
| Employee Assessment | | Supervisor's Feedback | |
| Completed all mandatory trainings on time. | | <No Feedback Given> | |
| | | | |

| Overall Goal Comments | |
|--------------------------------------|--|
| Employee Overall Assessment | Always completed every task on time with fine quality. Never received any negative feedback from client or reporting manager. Always open to learn new things. |
| Supervisor's Overall Feedback | Nishtha has joined EXL few months back. She is doing a good job. She needs to focus more on her coding and logical reasoning skills. She also needs to be more organized in terms of planing and prioritizing her work. Nishtha is capable of doing much better. |
| Skip's Overall Feedback | <No Feedback Given> |

Competency

| Overall Competency Comments | |
|--------------------------------------|-----------------------|
| Employee Overall Assessment | <No Assessment Given> |
| Supervisor's Overall Feedback | <No Feedback Given> |
| Skip's Overall Feedback | <No Feedback Given> |