

Competencies

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Competency	Description	Manager Evaluation
Policy Adherence	Refers to conformity and compliance with company policies, procedures and processes.	<p>Manager</p> <p>Rating Meets Consistently performs all duties of the position in a fully capable manner; meets all expected criteria for quality, quantity and timeliness of work, including meeting goals and objectives.</p> <p>Comment He is adhering company policy and up till now there is no escalation, complain is received about his conduct. His code of conduct with his teammates is positive and has appropriate behavior at work.</p>
Accountability	Takes full ownership of work, initiative or project. Is focused on getting a job done even if means of fulfillment or attainment are difficult. Focuses on the end result and strives to reach them on time. Works on improving the owned domain rather than just fulfilling or satisfying it.	<p>Manager</p> <p>Rating Meets Consistently performs all duties of the position in a fully capable manner; meets all expected criteria for quality, quantity and timeliness of work, including meeting goals and objectives.</p> <p>Comment I worked with him on different tasks. His is passionate and dedicated. He tries to take full ownership of his assigned areas. He is grasping the domain so that he could take its full ownership and proceed independently.</p>

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Competency	Description	Manager Evaluation
Collaboration	Displays positive outlook and pleasant manner. Establishes and maintains effective relations. Exhibits tact and consideration. Offers assistance and support to co-workers. Works actively to resolve conflicts. Works cooperatively in group situations.	<p>Manager</p> <div> <p>Rating Meets</p> <p>Consistently performs all duties of the position in a fully capable manner; meets all expected criteria for quality, quantity and timeliness of work, including meeting goals and objectives.</p> <p>Comment</p> <p>I have to work on this area to ease him with me and team mates, and he improved a lot in this area during his first month of probations period, his coordination and collaboration within team is improved and is on acceptable level.</p> <p>In start he was a little bit shy, In my point of view its normal for a new person. However for now he is playing a good role within team and has a positive attitude toward the work.</p> </div>
Continuous Learning	Assesses own strengths and weaknesses. Pursues training and development opportunities. Seeks feedback to improve performance. Shares expertise with others. Strives to continuously build knowledge and skills.	<p>Manager</p> <div> <p>Rating Meets</p> <p>Consistently performs all duties of the position in a fully capable manner; meets all expected criteria for quality, quantity and timeliness of work, including meeting goals and objectives.</p> <p>Comment</p> <p>He comparatively quick learner (technical learning) and capable to work by himself under some supervision.</p> <p>Consistently performing assigned tasks and meeting all expected criteria. I have given him career guidance, It is important for him because he is from non IT background. So he is learning technologies. Like SQL and C#</p> </div>

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Competency	Description	Manager Evaluation
Quality	Applies feedback to improve performance. Demonstrates accuracy and thoroughness. Displays commitment to excellence. Looks for ways to improve and promote quality. Monitors own work to ensure quality.	<p>Manager</p> <p>Rating Meets Consistently performs all duties of the position in a fully capable manner; meets all expected criteria for quality, quantity and timeliness of work, including meeting goals and objectives.</p> <p>Comment He is working on Izenda6 to Izenda7 reports translator. After its testing i can conclude this point. Because after testing and complete review of this work i will be in a better position to state objectively. However upon review his small chunks i am rating him on meet expectations.</p>
<p>Manager Summary</p> <p>Calculated Rating Meets Rating Description Consistently performs all duties of the position in a fully capable manner; meets all expected criteria for quality, quantity and timeliness of work, including meeting goals and objectives.</p>		