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**员工年度总结表**

**（review流程：入职每满一年当月填写总结表，发次月薪资前出review结果）**

**填表时间： 2023年 3 月 10 日**

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| **基本信息** | | | |
| 姓 名 | Harrison | 入职时间 | 2019.3.19 |
| 项 目 | Wonder APP(Envoy) KOM | 岗 位 | Tech Leader |
| **员工年度总结** | | | |
| 尊敬的领导:  不知不觉,入职畅拓已经四年了,感谢公司这个大平台,从员工职业发展考虑,自己慢慢也从RN开发一步步培养到Tech Leader,也感谢领导的信任,将Wonder App的Envoy和KOM的开发交给了我,从中积累了很多经验,APP的技术调研, 需求分析、任务拆分、任务计划、任务分配以及多人协作开发的统筹配合,构建和维护APP的开发流程图文档,包括对接美国技术团队和Design Review会议等.  1.以下是我对2022年以来年度总结.  在Envoy项目组的工作内容总结:   1. 统筹和负责Envoy APP的开发和任务拆解,其中包含对Kay和Vega的任务分配和任务进度跟进, 并对其开发时间进行预估,判断迭代开发是否合理,同时进行APP优化. 2. 完成UAT包的发布和feedback的修复. 3. 完成Wonder和Envoy的公共模块,包含Membership, Search, Auto Applied Promo, Gift Card. 4. 主动加入NY的会议,并向团队展示design review的效果和相关的迭代开发. 5. 完成迭代New Design, 包含了RLP(Filter), RDP, IDP,和Post Purchase.   完成了Price Summary变化的相关的内容,包含了Update Zip Code, Update tax, Membership, Service Fee, Small Order Fee, Gift Card等等.   1. 新增HDR到RLP页面,并且优化和完善最新Rating的design,包含对HDR restaurant/NPS 评分,并完善了iOS和android平台的兼容性. 2. 对Kibana和MParticle事件进行分析和跟进, 处理用户操作产生的一些错误.   在HDR项目组的工作内容总结:   1. 统筹和负责KOM APP的开发和任务拆解,开发时间预估,并且跟进Kerwin迭代开发进度. 2. 完成迭代开发的UAT的发布,Prod包的发布,并及时修复相应的feedback. 3. 针对已有的开发业务流程图, 组织QA和开发的会议, 并且对流程图已有的问题进行改进和完善. 4. 完成Order Cancel的功能和通用Modal的处理. 5. 完成Cooking Status, Order Tracking和Dash Board Active列表的最新设计和业务逻辑. 6. 新增下载新版app的QR code 到receipt, 并且完成蓝牙打印最新的模版. 7. 优化授权问题,其中包含登陆授权和授权失败的页面处理,   新增In Transit, Next Stage action permission.   1. 新增multi-restaurant的展示到KOM,包含Assign/Reassign POD等. 2. 修复项目已存在的一些问题,如退出登陆,导致API多次执行,增加版本升级提示等特殊的场景. 3. 集成并加入Amplitude模块和Kibana日志,记录用户的相关操作事件.   2.经历Envoy和KOM两个项目的开发,从中也有一些提升,当然也有一些需要待改进的点.  个人提升的点:   1. 独立完成大型需求的需求分析、任务拆分、任务计划、任务分配以及多人协作开发的统筹配合. 2. 提升技术水平。包括设计、性能调优能力,能负责复杂模块的设计并提供高质量的设计文档,针对性能问题提供解决方案并进行相应处理,提高代码质量, 加强代码重构能力. 3. 积极主动组织QA和开发团队会议,如果业务较为复杂,会主动加入后端API设计的会议,将自己需要的字段提出,并沟通业务处理是否合理. 4. 遇到有疑问的需求,主动跟产品沟通,并提供开发能做到的方案和建议等. 5. 开发过程中,如果遇到比较麻烦的一些优化,导致开发时间有偏差,主动跟PM进行沟通,协调一下时间. 6. 主动针对KOM存在的技术和流程问题,进行了修复. 7. 从Envoy转到KOM,没有任何过渡时间,马上实施项目开发并掌握KOM的开发业务.   个人需要改进的点:   1. 对APP以外的业务,没有花更多时间去了解,偏向询问TPM和QA. 2. 个人英语口语提升较慢,在Grooming和Design Review,的会议中,缺少更多表现机会.   3.从进入畅拓这个团队中,我给自己设定了Tech Leader的目标,早期因为人员配置不足,更多只能独立完成项目,后期搭配了团队成员,从Envoy到KOM项目中,虽然融合不同的团队成员,没有因为成员变化导致迭代延期.个人觉得自己的目标和实际的工作达到相应的预期,因为在开发中,都有一定的开发执行规范.对于复杂的需求,都需要在Viki上完成开发逻辑的设计.  在团队组员中,规范开发业务流程和保证开发团队之间需求的完善,自己也能独立完成大型需求的需求分析、任务拆分、任务计划、任务分配以及多人协作开发的统筹配合.  4.刚接手KOM的时候,其实项目有挺多需要待优化,但是迭代开发给自己的时间不是很多,虽然进行了一些相应的优化,但目前仍有一些可能存在的问题,还没进行大幅度的优化和重构, 未来一年的规划,希望能把KOM这个项目做好,优先完善项目迭代开发,然后预留出时间对项目进行优化,提升技术能力和业务能力,包含KOM以外的业务.  5.对公司的建议,今年暂无.  对项目的建议:  a.希望后端能有一个预估开发结束时间.  b.填写的开发Point,需要考虑前后端时间的交叉时间  c. Ticket任务的拆解,由开发团队内自行去拆解subtask,这样避免项目经理如果有需求分配的遗漏,前后端可能没有对应的subtask.  Dear leaders,  Unknowingly, it has been four years since I joined Changtuo. Thanks to the company’s big platform, considering the career development of employees, I have gradually cultivated from RN development to Tech Leader step by step. I also thank the leaders for their trust. Envoy and KOM of Wonder App The development of the project was handed over to me, and I have accumulated a lot of experience, APP technology research, requirement analysis, task decomposition, task planning, task allocation and multi-person cooperative development combination, Build and maintain APP development flowchart documents, including docking with the American technical team and Design Review meetings.   1. The following is my summary of the year since 2022.   Summary of the work content of the Envoy project team,  a. Coordinate and be responsible for the development and task dismantling of Envoy APP, including task assignment and task progress follow-up for Kay and Vega, and estimate the development time, judge whether iterative development is reasonable, and optimize the APP at the same time.  b. Complete the UAT package release and feedback repair.  c. Complete the public modules of Wonder and Envoy, including Membership, Search, Auto Applied Promo, Gift Card.  d. Actively join the meeting in NY, and show the effect of design review and related iterative development to the team.  e. Complete the iterative New Design, including RLP (Filter), RDP, IDP, and Post Purchase.  Completed the relevant content of the Price Summary change, including Update Zip Code, Update tax,  Membership, Service Fee, Small Order Fee, Gift Card, etc.  f. Added HDR to the RLP page, and optimized and improved the latest Rating design, including HDR restaurant/NPS rating, and improved the compatibility of iOS and android platforms.  g. Analyze and follow up Kibana and MParticle events, and deal with some errors caused by user operations.  Summary of the work content of the HDR project team:  a. Coordinate and be responsible for the development and task dismantling of KOM APP, estimate the development time, and follow up the iterative development progress of Kerwin.  b. Complete the release of the iteratively developed UAT, the release of the Prod package, and repair the corresponding feedback in time.  c. For the existing development business flow chart, organize QA and development meetings, and improve and perfect the existing problems in the flow chart.  d. Complete the function of Order Cancel and the processing of general Modal.  e. Complete the latest design and business logic of Cooking Status, Order Tracking and Dash Board Active list.  f. Add the QR code for downloading the new version of the app to the receipt, and complete the Bluetooth printing of the latest template.  g. Optimize authorization issues, including page processing of login authorization and authorization failure,  Added In Transit, Next Stage action permission.  h. Add the display of multi-restaurant to KOM, including Assign/Reassign POD, etc.  i.Repair some existing problems in the project, such as logging out, causing API to execute multiple times, adding version upgrade prompts and other special scenarios.  j. Integrate and add the Amplitude module and Kibana log to record the relevant operation events of the user.  2. Experienced the development of two projects, Envoy and KOM, from which there are some improvements, and of course there are some points that need to be improved.  Points of personal improvement:  a. Independently complete requirements analysis, task splitting, task planning, task allocation and multi-person collaborative development for large-scale requirements.  b. Improve the technical level. Including design and performance tuning capabilities, can be responsible for the design of complex modules and provide high-quality design documents, provide solutions to performance problems and deal with them accordingly, improve code quality, and strengthen code refactoring capabilities.  c. Actively organize QA and development team meetings. If the business is more complicated, they will actively join the back-end API design meeting, propose the fields they need, and communicate whether the business processing is reasonable.  d. When encountering doubtful needs, actively communicate with the product, and provide solutions and suggestions that can be achieved by development.  e. During the development process, if you encounter some troublesome optimizations that lead to deviations in the development time, actively communicate with the PM to coordinate the time.  f. Take the initiative to fix the technical and process problems existing in KOM.  g. From Envoy to KOM, there is no transition time, immediately implement project development and master the development business of KOM.  Points for personal improvement:  a. For businesses other than APP, I didn't spend more time to understand, and I prefer to ask about TPM and QA.  b. The improvement of my oral English is slow, and I lack more performance opportunities in Grooming and Design Review meetings.  3. Since joining the Changtuo team, I have set myself the goal of being a Tech Leader. In the early days, due to insufficient staffing, most of the projects could only be completed independently. In the later stage, I teamed up with team members. From Envoy to the KOM project, although the integration Different team members did not delay the iteration due to member changes. I personally feel that my goals and actual work have reached the corresponding expectations, because in the development, there are certain development execution specifications. For complex requirements, all need to be on Viki Complete the design of the development logic.  Among the team members, standardize the development business process and ensure the perfection of the requirements among the development teams. They can also independently complete the requirements analysis, task splitting, task planning, task allocation and the overall coordination of multi-person collaborative development for large-scale requirements.  4. When I first took over KOM, there were actually quite a few projects that needed to be optimized, but I didn’t have much time for iterative development. Although some corresponding optimizations have been made, there are still some possible problems that have not yet been greatly improved. The optimization and reconstruction of the project, and the planning for the next year, I hope to do a good job of the KOM project, give priority to improving the iterative development of the project, and then reserve time to optimize the project, improve technical capabilities and business capabilities, including businesses other than KOM.  5. There are no suggestions for the company this year.  Suggestions for the project:  a. I hope that the backend can have an estimated development end time.  b. Fill in the development point, you need to consider the cross time between the front and back end time  c. To disassemble the Ticket task, the development team will disassemble the subtask by itself, so as to avoid that if the project manager misses the allocation of requirements, the front and rear ends may not have corresponding subtasks. | | | |
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