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***Engine Officer Performance Interview***

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| --- | --- | --- | --- |
| Name: |  |  | |
| Evaluator: |  | Date of review: |  |
| Vessel: |  | Position: |  |
| Review: | **End of Contract**  **90-day review**  **Interim** | Sign-on date: |  |

| **CRITERIA OF EVALUATION** |  | **OVERALL RATING** |
| --- | --- | --- |
| **Skills and general engineering Knowledge** – Demonstrates technical knowledge for the position. Understands and complies with company’s procedures.  Comments: |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Safety and environmental consciousness –** Demonstrates a thorough knowledge of Silversea’s safety & environmental procedures and respects them consistently  **Comments:** |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Reliability, Discipline** **& Sobriety** – Displays dependability, on-time performance & adherence to code of conduct. Respects limits imposed by Silversea’s code of conduct in terms of alcohol consumption  Comments: |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Upkeep of planned maintenance system** – Demonstrates a keen knowledge of - and record of performance for – the scheduling and implementation of maintenance systems  Comments: |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Behavioral skills** **and standards of reporting** – Builds strong relationships with colleagues on-board and ashore, and creates an environment in which people communicate honestly and openly, and work collaboratively  Comments: |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Appearance** – Displays the proper professional appearance, adheres to dress code as per SOP  Comments: |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Planning, organization and effective delegation** – Able to effectively organize the work process within the team, while delegating when appropriate  Comments: |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **English language –** Displays a comprehensive ability to understand and communicate in English  **Comments:** |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Cosmetic appearance of vessel / upkeep of deck maintenance**  Comments: |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Role Model -** Projects a positive Company image towards Colleagues & Guests and displays a role-model behavior towards subordinates.  **Comments:** |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Decision making and responsibility** – Demonstrates a keen sense of making sound decisions to produce positive long-term impact and takes responsibility for successes as well as mistakes.  **Comments:** |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Goals/Objectives performance -** Focuses on achieving goals with urgency and persistence, anticipating and overcoming barriers to expected results. Adheres to rigorous standards to achieve high productivity and consistent quality.  **Comments:** |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Employee Management -** Builds Employee engagement with communication, recognition, development and other managerial tools; Gains the confidence and trust of others through authentic, ethical and empathic leadership, adapting effectively to change, and pursuing continuous self development.  **Comments:** |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Crew training and Leadership** – Displays an ability to lead by example and manage, train & develop a team; Provides feedback, coaching, skills training and guidance appropriate to enhance other’s skills development.  Comments: |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Financial Goals –** Manages departmental expenses as per budget guidelines  **Comments:** |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |
| **Suitability for this type of vessel**  **Comments:** |  | Far exceeds expectations  Exceeds expectations  Meets expectations  Below expectations |

**Recommendation for development:**

**Overall Performance Rating:**

Far exceeds expectations

Exceeds expectations

Meets expectations

Below expectations

**Disciplinary records:**

Number of formal warnings received during this contract:

**Re-Hire Status:**

Recommended for re-hire

Not recommended for re-hire

**Crew Member’s comments:**

**TRAINING REQUIREMENTS OR SUGGESTED:**

Crew Member Date Supervisor/Evaluator Date

Master Date Human Resources Mgr Date