Tan, SY

IT Developer/Engineer

Manager: Siti Rohana Haji Mohamed Amin

Evaluated by: Siti Rohana Haji Mohamed Amin
   (21661622)

FY15 Accelerated Performance Review

Organization : Solution Services IT (Siti Rohana Haji
Mohamed Amin (21661622))

Location: CJO01 - Cyberjaya, HP Global Center, IT/
COE Bldg (CJO01)

1 Nov 2014 - 31 Jul 2015

Rating and Overall Comments

Manager Evaluation

Rating:

Comment:

AE - Achieves Expectations

Summary of accomplishment
You have shown great work commitment and always accountable in your
work assignments and has stepped up to lead the development team in
contributing to finalize projects that are important to the PPSIT SABI,
Atlanta Exit and SMO projects. Has the willingness to work extra hours to
ensure project implementation task is accomplished in spite of the time
zone differences.

You have demonstrated the HP Way and leadership attributes in every
possible way:
• Guiding the team of developers in the right direction and being both
understanding and motivating to them
• Understanding the requirements of the business and their importance and
tracking them precisely
• Doing everything possible and more to reach the goals, showing full
commitment
• Building great relationships with the business

You have exhibited professionalism in adapting to business needs and
priorities and have gotten positive feedback from the customers and team
members in the project implementation. You have also stepped up to
participate and contribute in the BI Technology Practice and IGNITE
program in the site.

Overall you have met the expectations in your performance goals for this
year. To be able to meet your personal and FY16 goals, you've to work on
certain development areas to continue to achieve your personal and job
goals.

Strength
• Strong leadership skills-has the ability to manage a team motivating and
delegating work to team member to ensure project objective is
accomplished
• Manage work effectively - good work commitment and always resourceful
to get things done
• Professionalism – ensured customer satisfaction in all his deliverables

Suggested Development Areas & Actions
• Expand business specific knowledge i.e. understand exactly the business processes, drivers and motivators, this will help you to better anticipate needs for certain solutions and reasons behind requirements

Employee Evaluation

Comment:

Goal: Manage & deliver Exit Atlanta Project, MYST application @ PPS, SABI domain
Role: Project Manager
Self-Grade: Exceed Expectation (EE)
Leadership Attributes Practiced: Always Accountable, Highly Capable & Innovative
Achievement:
• Able to engage with customer, developers and stakeholders in a short period of time to understand the project scope, requirements and status.
• Successfully communicate with stakeholders, developers and release managers in achieving consensus between IT processes and project deliveries for enabling project to move forward even in a timeline pressured situation.
• Able to communicate effectively to upper management in getting approval for raising a break-fix RFC in closing various gaps in MYST>ALTX>PROD implementation.
• Successfully managed developers to work with various support teams in completing project deliveries.
• Successfully delivered MYST>ALTX>PROD application, turning project from Red status into Green status.
• Successfully deal with IT resources changing situation in project and delivered MYST>ALTX>ITG implementation, validation and testing.
• Successfully worked with new IT resources and got MYST>ALTX>DEV RFC raising for implementation.
• Took the initiative to act as advisory role in providing helps, information and knowledge to another project, which is having similar technical implementation approach to MYST application, called SCDE.
• Took the initiative to manage MYST>ALTX to smoothly integrated with SMO activities, in term of reducing communication and knowledge gaps between MYST supports and SMO management team.

‒
Goal: Manage & deliver SMO Projects: IMSFDC, IMSale, IMLego @ PPS, SABI domain
Self-Grade: Exceed Expectation (EE)
Leadership Attributes Practiced: Will to Win, People & Team Developer
IMSFDC Project Achievement:
• Assigned Role: Technical Leader
• Assumed Role: Resource Manager, Project Manager
• Assist manager in performing interview and hiring process in order to accommodate IT talents in SSIT Malaysia.
• Assist manager to engage with customer to understand the project scope, requirements and IT resources allocation; in order to ensure the project is awarded to SSIT Malaysia.

- Successfully engaged with customers, developers, testers and stakeholders to manage the project throughout the project like cycle.
- Provide significant helps to PM in taking proactive actions to understand the project requirements, project planning, managing timeline, mitigate risks, reduce communication & knowledge gaps, reduce potential obstacle and road blocks removable.
- Took initiative in understanding project development environment and provide guidance to developers for enabling a smooth project on-board process.
- Pro-actively worked together with developers in resolving issues in development, testing and process.
- Successfully managed developers in completing project implementation and ISS code development.
- Successfully managed developers and testers in completing SIT phase.
- Successfully communicated and managed developers to work with business users in performing UAT.

IMSale / IMLego project achievement:
- Assumed Role: Resource Manager
- Pro-actively work together with tech lead in understanding the project needs, identify risks and remove potential obstacles in the project at earliest state.
- Assisted manager in allocating IT resources (developers, testers) to the project in order to fulfill the IT resource requirement.
- Provided guidance to IT resources to quickly adapt to HP working environment and involve into project seamlessly.
- Provided guidance to project tech lead in engaging with new developers and testers, for mitigating project risks; in term of project knowledge, technical knowledge, communication gaps and timeline.
- Provided guidance to tech lead and developers in resolving technical issues; in term of solution design and technical approach.

Goal: BI & Analytics Technology Practice Initiatives
Grade: Exceed Expectation (EE)
Role: IT Expert @ SSIT Malaysia
Achievement:
- Acted as SME for providing Autonomy technical / solution presentation to engage EMEA customer and successfully drive the project to be rewarded to SSIT Malaysia team.
- Acting as core team member on "New Tech Exploration" & "BI Solution Framework" team.
- Contributed inputs, knowledge and advice in constructing next generation BI Solution Framework construction.
- Acting as SPOC in providing training requirements and raising budget from SSIT Malaysia.
- Acting as SPOC in answering questions and provide guidance & helps from SSIT Malaysia for TechDay 2015 event in term of idea submission.

- Worked with Master & Expert from India, China and Mexico in Hackathon event planning in providing ideas, inputs, methods and direction.

Goal: Employee Engagement (IGNITE Program) for SSIT Malaysia
Grade: Achieve Expectation (AE)
Role: Development Lead
Leadership Attributes Practiced: Always Accountable, People & Team Developer
Achievement:
- Providing seamless support to all committee team members in every event organized.
- Contributed ideas in resolving problem during the planning state of the events.
- Proactively provided thoughts in mitigating potential risks and relevant advice to perform tasks effectively.

Acknowledgment

Manager Evaluation

Status:

Comment:

Employee Evaluation

Status: Acknowledge with comments

Comment: Manager has given constructive feedback and I will work on the improvement area to perform better in FY16.