

**Tan, SY**

IT Developer/Engineer

Manager: Siti Rohana Haji Mohamed Amin

Evaluated by: Elmen Tan (21681676)

**FY14 Mid-year Performance and Career Conversation**

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

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

1 Nov 2013 - 31 Okt 2014

**Overall Comments****Manager Evaluation****Comment:** Overall, SY is on track with his goals for this year.**Employee Evaluation****Comment:** Overall status self-evaluated as Higher Ranked Achieve Expectation. Seeking comments and direction to obtain Exceed Expectation in next 2 quarters.**Acknowledgment****Manager Evaluation****Status:****Comment:****Employee Evaluation****Status:** Acknowledge with comments**Comment:****Goals**

Innovation

- 1) Develop minimum 1 secondary skill related to New style of IT (Mobility, Big Data, Cloud, Security, Integration Services)
- 2) SME of specific function or technology - conference paper submission
- 3) Implement at least 2 Innovative solutions either to optimize operational efficiency or new innovation ideas

**Due Date:** 31 Okt 2014**Status:** On Track**Completion Date:****Supports:****Manager Evaluation**

On track, just need to focus on the item 2 &amp; 3 for remaining of the year

**Employee Evaluation**

- 1) Big Data - SAS Advance Analytic skill set.
- 2) SME - In progress - Looking for opportunity or support other team in innovation idea.
- 3) 1 has done, preparing to further enhancement. Another 1 still in discussion.

Item (2) and (3) will be completing next 1/2 year of 2014.  
Evaluated as 50% achievement - Achieved Expectation.

#### Leadership Quality

##### 1) Exhibit leadership qualities:

- Professionalism (SBC, Emotional Maturity, Integrity etc.)
- Manage work effectively
- Leadership & Personal effectiveness
- Influencing
- Coach/mentor
- Developing junior ICs and successors - training & coaching
- Project- related travels availability
- Engagement with domain, go to person for domain lead
- Team morale & motivation
- Presentation skills e.g. powerpoint skills, demo, etc.
- Risk taking: step out of comfort zone

**Due Date:** 31 Okt 2014

**Status:** On Track

**Completion Date:**

#### Supports:

#### Manager Evaluation

On track, but need to work influencing and communication.

#### Employee Evaluation

##### 1) Exhibit leadership qualities:

- Professionalism (SBC, Emotional Maturity, Integrity etc.)  
**[Yes - Handling bad comments positively and continuously seeking better way to solve problem.]**
- Manage work effectively **[Yes - Attend & finish meeting in time. Manage delivery in time or ahead required schedule.]**
- Leadership & Personal effectiveness **[Yes - Initiative in executing delivery, pro-actively seeking explanation when facing obstacles.]**
- Influencing **[Yes - Seeking co-members in performing innovation ideas. Actively participate in innovation idea discussion.]**
- Coach/mentor **[Yes - Pro-actively helping members from other team for solving problem in developing PoCs.]**
- Developing junior ICs and successors - training & coaching  
**[Yes - Giving presentation on big-data technology especially Autonomy Technology to other team members.]**
- Project- related travels availability **[Yes - Pro-actively self-preparation in getting VISA ready and travel budget planning, to make myself available and ready for business workshops.]**
- Engagement with domain, go to person for domain lead  
**[Yes- Actively participate in weekly review, discussion and work collaboration with domain / counterparts.]**
- Team morale & motivation **[Yes - Successfully organized 2014 MyCulture Chess Tournament by working with members from various colors team for the first time in organizing Chess Tournament.]**

- Presentation skills e.g. powerpoint skills, demo, etc. [**Yes - Frequently giving sharing in big-data technologies, participated in management training and presenting to counterpart for project delivery.**]

- Risk taking: step out of comfort zone. [**Yes - Self-exploratory into new big-data technology such as Hadoop, Mahout, Advance Analytic, SQL technology for innovation idea implementation and project delivery.**]

100% achievement and will keep on doing this for the next 1/2 year.

Self evaluated as Exceed Expectation in this segment.

#### Stretched Assignments

1) Develop fundamental PM skills - CAPM

2) Play key roles in at least two programs in the key strategic pillars i.e. Employee engagement, People Development, Operational Excellence & Innovation

**Due Date:** 31 Okt 2014

**Status:** On Track

**Completion Date:**

**Supports:**

#### Manager Evaluation

On track, part of the MyCulture organizing committee but need to certify for CAPM.

#### Employee Evaluation

Item (1) - PMP Training completed in Q1.

- Proceed to get PMP certification examination in Q3.

Self evaluated as 50% achievement.

Item (2) - Act as the Chairman in 2014 MyCulture Chess Tournament Committee and successfully carried out the tournament in 2 days for 6 MyCulture Color teams.

- Further clarification required on this item as what is 'Strategic Pillars' means.

Self evaluated as 50% achievement.

- Another one should be achieved in next 1/2 years. Suggest to participate as committee for T&O offsite training programs.

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#### Section Summary

#### Manager Evaluation

Generally, progress is on-track.

#### Employee Evaluation

Overall Evaluation self-rated as higher rank of Achieved Expectation.

Seeking direction and opportunity to obtain Exceed Expectation status in next 1/2 year time.

### [Always Accountable]

- Commits and delivers with integrity, transparency and quality - Makes timely decisions and takes action

#### Manager Evaluation

SY is accountable and deliver expectations.

#### Employee Evaluation

- Always assumed responsibilities in project item delivery.
- Have been performing tasks from counterparts.
- Have been pro-actively engage to domain in delivery and prepared to help.

### [Highly Capable & Innovative]

- Solves complex problems with innovative products & solutions - Strives for continuous improvement & quickly adapts to changes

#### Manager Evaluation

Demonstrate ability to pick-up new technology very quickly and high creativity to generate ideas for solving problem.

#### Employee Evaluation

- Have been involving in new style of IT technologies such as Autonomy in helping others team members in completing PoCs.
- Self-learn SAS software and Advance Analytic skills, contributing efforts in Data Scientist role in TS Connect & Converge project in 2 quarters.

### [Passion for Customers]

- Acts as a trusted partner, providing relevant advice - Integrates innovation and quality to fulfill customer needs

#### Manager Evaluation

#### Employee Evaluation

- Have been working extra hours to work with counterparts in achieving project dead line.
- Always propose new ideas and checking with counterparts in performing certain specific analytic tasks.
- Always work a little more in delivery and quality to make sure customer satisfaction.

### [People & Team Developer]

- Values and develops employees to be highly successful - Puts One HP first, teams to create business value

#### Manager Evaluation

#### Employee Evaluation

- Have been giving knowledge sharing, information and solutions consultation to various team members for helping them in achieving their goal in building PoCs.
- Have been contributing efforts in team brown bag session that actively participate in conversation and discussion for achieving positive influencing.
- Have been contributing efforts in organizing team building events, for getting better places and better ideas in building team relationship.

### [Will to Win]

- Demonstrates urgency, taking thoughtful risks - Keeps it simple, lean & efficient

### Manager Evaluation

### Employee Evaluation

- Have been involving and supporting in MyCulture e-Games events, in order to make positive influencing in strategy planning and execution.
- Have been acting as coach and active supporters in MyCulture Sport event, especially in Badminton games, in order to strive 1st position for Yellow team.

### Section Summary

### Manager Evaluation

### Employee Evaluation

Overall self-evaluation rated as Exceed Expectation for being aggressively and pro-actively involving in various type of activities related to project and also outside of project. Continuously maintain this status for the next 1/2 year.

## Career

### Job Interest

Job Interest: 00I00B - Manager, IT, 00I00C - IT Professional, 00I04P - Mgr Developer/Engineer I, 00I07P - Manager Info Technology I

### Career Preference

Career Preference: Seek a promotion

Career Interest: To become a Manager or Master level in next coming year.

## Strengths

- Equipped with strong fundamental of Artificial Intelligent background to ease the new Data Scientist role take up.
- Coming from various IT industries working experience make good preparation in taking up Project Manager role.
- Strong research background and experience allow in new innovation ideas contribution and paper writing.

### Manager Evaluation

Creativity and Innovative

### Employee Evaluation

## Development Items

Better English communication skills.

Status: In Progress

Supports:

[Highly Capable & Innovative] (Inactive)

### Manager Evaluation

### Employee Evaluation

Understanding products hierarchy, details of Business Unit, Product Category, Product Line and etc.

Status: In Progress

Supports:

[Passion for Customers] (Inactive)

Manager Evaluation

Employee Evaluation

Section Summary

Manager Evaluation

Employee Evaluation