

Performance Appraisal Shrawan 2075

Employee Name

Rajesh Kumar Singh

Department Wordpress A

Designation Quality Analyst

Final Summary			
Evaluation Criteria	Weight	Score	Final Rating
1. Project Health	40%	23.04	0.92
2. Work Evaluation	25%	22.50	0.90
3. Administrative Evaluation	10%	7.50	0.30
4. Knowledge and Skills Evaluation	25%	19.11	0.76
Total	100%	72.15	2.89

Details	
1. Project Health	
<i>Project Name</i>	Score
Convey Online	23.04
Grand Total	23.04
2. Work Evaluation	
<i>Particular</i>	Score
Work efficiency	7.50
Work productivity	15.00
Grand Total	22.50
3. Administrative Evaluation	
<i>Particular</i>	Score
Leave	2.50
Punctuality	5.00
Grand Total	7.50
4. Knowledge and Skills Evaluation	
<i>Particular</i>	Score
Technical skill	3.72
Communication skills	3.67
Task Management skills	3.98
Analytical and Problem Solving skills	3.75
Attitude and Behaviour	3.98
Grand Total	19.11