

# Performance Appraisal:Self-Review



**Name:** Chetan Bairag

**Manager Name:** Kishor Kumar

**Review cycle:** ( 2024-05-27 to2024-05-29 )

Result has been shared with Chetan Bairag

Self-review submitted on date 2024-05-27 05:46:56 AM.

Manager review submitted on date 2024-05-27 05:48:48 AM.

Performance Competencies	Self	Manager	Gap
Performance Competencies	8	4	4
Total	8	4	4

## Company Values

- **Accountability** - Assume responsibility for actions, products, decisions and policies.
- **Commitment** - Commit to deliver great products and outstanding service.
- **Innovation** - Pursue new creative ideas that have the potential to change the world.
- **Integrity** - Act with honesty and honor without compromising the truth. Keep your word.
- **Ownership** - Take care of the company and customers as they were your own.

See our company's values, vision and mission statement here:

<http://example.com/values>

## Job definition

Current position description; if applicable, make note of any significant changes since last year's performance review.

● Chetan Bairag (Self)

1

● Kishor Kumar (Manager)

manager 1

If performance goals were set at the last performance review, add here a copy of those goals and comment on the progress.

● Chetan Bairag (Self)

2

● Kishor Kumar (Manager)

manager 2

## Performance Competencies

Possesses skills and knowledge to perform the job competently.

● Chetan Bairag (Self)

2 Below Expectations

● Kishor Kumar (Manager)

1 Needs Improvement

Gap -1

Communicates effectively with supervisor, peers, and customers.

● Chetan Bairag (Self)

1 Needs Improvement

● **Kishor Kumar (Manager)**

2 Below Expectations

Gap **1**

**Holds self accountable for assigned responsibilities; sees tasks through to completion in a timely manner.**

● **Chetan Bairag (Self)**

5 Exceptional

● **Kishor Kumar (Manager)**

1 Needs Improvement

Gap **-4**

**Comments on performance competencies:**

● **Chetan Bairag (Self)**

nice

● **Kishor Kumar (Manager)**

manager 3

## **Goal Setting and Development Planning**

**Performance goals for the coming year:**

● **Chetan Bairag (Self)**

2025

● **Kishor Kumar (Manager)**

manager 4

### Development goals for the coming year:

● Chetan Bairag (Self)

2025

● Kishor Kumar (Manager)

manager 5

### How do these align with departmental goals?

● Chetan Bairag (Self)

1

● Kishor Kumar (Manager)

manager 6

## Performance Summary

List aspects of employee's performance that require improvement for greater effectiveness.

● Chetan Bairag (Self)

ok

● Kishor Kumar (Manager)

manager 7

List all aspects of employee's performance that contribute to his or her effectiveness.

● Chetan Bairag (Self)

ok

● **Kishor Kumar (Manager)**

manager 8

### Overall performance rating

● **Chetan Bairag (Self)**

Below Expectations

● **Kishor Kumar (Manager)**

Meets Expectations