



Saylon, Diego

Software Engineer

Manager: Arjay Gallentes

Evaluated By: Jegs Saylon

July 2025 Performance Review

Organization: Axos Business Center Team VII (Arjay Gallentes)

Location: ABC Manila Office

01/01/2025 - 06/30/2025

Overall

Employee Overall Evaluation

Calculated Rating: 4

Rating: Exceeds Expectations (EE)

Comment: During this period, I consistently demonstrated strong capabilities and commitment to delivering high-quality work. Approached each task with a detail-oriented mindset. I also made it a priority to collaborate closely with team members, sharing knowledge and support.

Overall, I believe my contributions have added value to the team, and I remain committed to continuous improvement, learning, and supporting shared goals. That said, I'm hoping for a feedback. Thanks

Goals

Achieve Engineering Excellence

This goal is to drive engineering excellence through accelerated, high-quality feature delivery, defect minimization, rework reduction, and AI/automation-powered development advancement.

- AI-Powered Development Automation & Efficiency
- Strategic Process Enhancement & Feedback-Driven Improvement
- Accelerated Issue Resolution & Process Optimization

Due Date: 06/30/2025 **Status:** In Progress **Completion Date:**

Category: Strategic Initiative, Operational Initiative

Organization Alignment:

Minimum: 10.00%
Target: 100.00%
Maximum: 100.00%
Actual: 25.00%

Employee Evaluation

Rating: Exceeds Expectations (EE)

Comment: During this performance period, I consistently demonstrated a proactive and strategic approach to enhance existing and non-existing workflows. Below is a breakdown of my key contributions:

- Leverage Cursor for both data modeling and data transformation & conversion tasks.
- Identify opportunities to streamline data team tasks.
- Contributed beyond task execution by providing well-thought out suggestion and approach to improve business operation. Furthermore, increase engagement and collaboration.

I've taken ownership of challenges, acted with strategic foresight and leveraged AI to drive improvements.

Advancing Banking & Financial Services Excellence & AI Innovation Excellence

This goal is to establish ABC Tech as the definitive center of excellence for Banking and Financial Services (BFS) and AI-powered innovation, facilitating rapid development, optimized cost management, and enhanced ownership of Axos strategic projects and initiatives.

- Continuous AI Skills Development & Innovation
- AI-Powered Development Acceleration
- Enhanced Technical Communication & Knowledge Management

Due Date: 06/30/2025 Status: In Progress Completion Date:

Category: Operational Initiative

Organization Alignment:

Minimum: 10.00%
Target: 100.00%
Maximum: 100.00%
Actual: 50.00%

Employee Evaluation

Rating: **Exceeds Expectations (EE)**

Comment: Since joining two (2) months ago, I have steadily developed my skills, increase domain knowledge and contribute to the team's goal by:

- Performing documentation review
- Clarify domain terms using AI
- Consistently completing tasks on schedule.

I've leveraged AI tools to accelerate data modeling and data transformation & conversion, allowing me to contribute efficiently to the team's goal. My proactive approach and ability to deliver high-quality work early in my tenure support my performance, aligning well with the expectations for my role.

Collaborative & Empowered Team Culture

This goal is to foster a culture of active engagement, shared accountability, and collaborative teamwork where every member contributes meaningfully to ABC Strategy success.

- Proactive Communication & Accountability
- AI-Driven Process Improvement & Knowledge Sharing
- Cross-Functional Skill Development & Team Support

Due Date: 06/30/2025 Status: In Progress Completion Date:

Category: Operational Initiative

Organization Alignment:

Minimum: 10.00%
Target: 100.00%
Maximum: 100.00%
Actual: 50.00%

Employee Evaluation

Rating: **Exceeds Expectations (EE)**

Comment: Since joining two (2) months ago, I have demonstrated accountability and willingness by:

- Taking full ownership of data modeling tasks and data transformation processes.

- Immediately raise potential blocker/impediment allowing quick resolution and maintain momentum.
- Worked independently with minimal oversight and collaborate effectively.
- I went beyond my core responsibilities by suggesting improvements both within and outside the scope of my assigned tasks.

My contributions led to faster turnaround and reliability aligning well with the expectations for my role.

Section Summary

Employee Evaluation

Calculated Rating: 4
Rating: Exceeds Expectations (EE)

Competencies

Dependability

Consistently demonstrates the Five Pillars of Character: trustworthiness, respect, responsibility, fairness, and caring. Meets commitments, works independently, accepts accountability, handles change, sets personal standards, stays focused under pressure, and meets attendance/punctuality requirements. Genuinely emotionally invested in work and creates an uplifting environment for self and others.

Employee Evaluation

Rating: Exceeds Expectations (EE)

Comment: Our current focus is to modernize the ALF system to meet evolving business needs.

My core responsibilities are the following:

- Data Modeling
- Data Transformation and Conversion
- Entity Relationship Diagram
- Support other teams

Below are the actions I've taken:

- Took ownership of cleaning up database records.
- Proactively normalize and refine data models.
- Perform data transformation and conversion.
- Create and update Entity Relationship Diagram with minimal supervision.
- Proactively communicate any issues that couldn't be resolved independently.
- Suggest improvement for team operations.

As a result, these actions helped the team improve in normalizing a model, creation of relationship diagram, transformation of data and prevent delays. Furthermore I've demonstrated willingness to go the extra mile and work beyond assigned core duties.

Showing transparency to build trust. These efforts reflect my commitment to delivering dependable outcomes while

continuously looking for ways to add value beyond my role.

Problem Solving/ Analysis

Makes decisions based on facts. Breaks down problems into smaller components, understands underlying issues, can simplify and process complex issues, and understands the difference between critical details and unimportant facts. Utilizes and builds upon the strengths of team members to optimize problem solving.

Employee Evaluation

Rating: Exceeds Expectations (EE)

- Comment:** In the course of modernizing the ALF system, I encountered the following challenges:
- No defined or inconsistent data types from extracted multivalued data.
 - Extracted multivalued has no defined relationship
 - Entity Relationship Diagram (Links between each relationship), which makes it hard to view/analyze the diagram.
 - Unexpected issue when performing data transformation and conversion.

To solve this, I thoroughly analyze and review the actual data from the Accuterm and Database, look for patterns, data formats and value ranges. Immediately raise issues that can't be solved independently. Speed up the process as well by leveraging AI powered tools such as Cursor.

As a result, I was able to define models and map entity connections that supported business needs and modernization/normalization.

Productivity

Manages a fair workload, volunteers for additional work, prioritizes tasks, develops clear and comprehensive work procedures, manages time well, and promotes the sharing of knowledge. Seeks new experiences that expand knowledge in one or more areas of work.

Employee Evaluation

Rating: Exceeds Expectations (EE)

Comment: During this period, I was responsible for managing my core tasks while looking for ways to improve team efficiency and operations. Communicating openly about my progress and any challenges I faced thru chat or email, to prevent bottlenecks and maintain steady productivity.

The following items showed productivity:

- Prioritized my task or work by assessing urgency and complexity. I focused first on completing easier or high-impact tasks to maintain momentum.
- Took regular short breaks to refresh and maintain high concentration during work.
- Update my manager on my task progress and availability (to also maintain work-life balance).
- Maintained transparent communication to prevent delays.
- Use of emojis to provide quick updates, enabling asynchronous communication.

These actions demonstrates my commitment to effective task management, continuous improvement, and supporting team's goals.

As a result, there were no missed deadlines or delays, allowing me to maintain focus on upcoming tasks and contribute consistently to team goals.

Results Focus

Delivers comprehensive work on-time, intelligently, and efficiently directs efforts. Takes responsibility for own actions and individual success or failure.

Employee Evaluation

Rating: Exceeds Expectations (EE)

Comment: During this period, I maintain strong focus on delivering results by effectively managing priorities and maintaining clear communication.

I've been in a situation where I was assigned to cleanup the database for an upcoming demo on a tight

deadline and consolidate entities from Account & Security Master in one full diagram. I took full ownership of the task and prioritized it to ensure timely completion.

- I maintained communication with QA & Product.
- I executed the cleanup process while balancing other responsibilities.
- I thoroughly analyze entity relationship, define their links (Logical and Physical).
- Learning from any setbacks and making necessary improvements.

As a result, the database was cleaned without delay and ready for the demo. My accountability and focus on delivering timely, high-quality results demonstrated my commitment to individual and team success.

Team Leadership

Knowledge of leadership practices and processes; ability to use strategies and skills to enlist others in setting, embracing and achieving objectives while having a long-term perspective of the future state of things and how to get there.

Employee Evaluation

Rating: N/A (Only use for Competency Rating)

Comment: Recognizing the need for improvement in our processes, I took ownership and led an initiative to utilize AI, identify and implement enhancements for team operations.

- Gather requirements (creation of survey).
- I contacted key persons to gather clear requirements and ensure alignment.
- I openly communicate my ideas and seek feedback to refine our approach.
- Ensure actions were aligned and valid with overall objectives.

By leading this initiative, we're in the stage of implementing improvements that increases team efficiency and operations.

Section Summary

Employee Evaluation

Calculated Rating: 4

Rating: Exceeds Expectations (EE)