Selda, Myra

Software Engineer

Manager: Arjay Gallentes
Evaluated By: Arjay Gallentes

July 2025 Performance Review

Organization: Axos Business Center Team VII (Arjay Gallentes)
Location: ABC Manila Office
01/01/2025 - 06/30/2025

Overall

Manager Overall Evaluation

Calculated Rating: 3.15

Rating: Meets Expectations (M)

Comment: Myra demonstrates truly outstanding performance and leadership, showing remarkable adaptation and immediate impactful contributions despite her recent hire date of April 2025. Her work in release notes generation, strategic portfolio estimation using AI tools, and comprehensive backlog management represents great contribution in this review cycle.

Immediate Development Focus:
• Continue leading AI tool adoption and process automation initiatives
• Expand AUC domain expertise and strategic planning involvement
• Develop formal mentoring capabilities
• Take increased ownership of cross-functional strategic initiatives

Peer Feedback:
Despite Myra's short tenure, peer feedback provides valuable validation of her outstanding early performance:
• Exceptional Collaboration: Team members recognize Myra's outstanding collaborative approach, with peer rating her collaboration as "Exceptional - Consistently goes above and beyond in collaboration" despite her recent arrival.
• Leadership Qualities: Peers specifically noted her leadership capabilities in facilitating scrum calls and discussions, as well as her effectiveness in ensuring deliverable completion. Colleagues appreciate her proactive leadership in assisting with report tasks and her natural ability to take initiative in team coordination activities.
• Technical Adaptability: Team members particularly value Myra's ability to quickly adapt to AI tools and her capacity to follow and contribute to technical conversations despite being new to the organization.
• Learning Orientation: Colleagues specifically mentioned her openness to learning new concepts in the product space.
• Development Perspective: Peers noted that while it's early to identify specific development areas given her short tenure, they recognize she would benefit from increased AUC project exposure to fully leverage her exceptional capabilities.

Employee Overall Evaluation

Calculated Rating: 4.69

Rating: Exceeds Expectations (EE)

Comment: As a new member of the team, I quickly adapted to the environment and made meaningful contributions by delivering high-quality work aligned with our goals. I demonstrated initiative, technical capability, and a collaborative mindset that enabled me to contribute effectively from the outset. My accomplishments reflect strong competency, adaptability, and a commitment to continuous improvement. I'm proud of the progress I've made so far and look forward to building on this momentum to deliver even greater value to the team moving forward.

Acknowledgement

Manager

Entered by:	Arjay Gallentes	Date:	08/06/2025
Status:	Acknowledge Review		
Comment:			

Employee

Entered by:	Myra Selda	Date:	08/06/2025
Status:	Acknowledge Review		
Comment:			

Goals

Accelerating Banking & Financial Services Mastery & AI Innovation

To explore and adopt AI-powered tools to improve development efficiency and streamline routine tasks.

Due Date: 07/31/2025	Status: In Progress	Completion Date:	

Category: Strategic Initiative

Organization Alignment:

Manager Evaluation

Rating: **Meets Expectations (M)**

Comment: Myra's consistent integration of AI-driven tools including GitHub Copilot for PBI creation, windsurf for strategic estimation, and Copilot for accelerated research demonstrates innovation in the team. Her streamlined enhancement planning, strategic estimation support for portfolio management, and enhanced task efficiency through AI research show remarkable capability that positions ABC Tech as a true center of excellence.

Employee Evaluation

Rating: **Substantially Exceeds Expectations (SE)**

Comment: I consistently integrated AI-driven tools and automation into my workflow to improve efficiency, accuracy, and strategic impact. Key highlights include:

- **Streamlined Enhancement Planning with AI Support**
  Created Product Backlog Items (PBIs) for a prioritized list of enhancements, enabling the team to actively monitor and plan work based on capacity. Leveraged GitHub Copilot to accelerate the creation of these PBIs, ensuring consistency and reducing manual effort during backlog refinement.

- **Enabled Strategic Estimation**
  Applied Windsurf to produce high-level estimates for portfolio management, supporting better prioritization and resource planning.

- **Enhanced Task Efficiency Through AI Research**
  Leveraged Copilot to quickly locate relevant documents and references, enabling faster onboarding and more informed task execution.

Additional Manager Evaluation

Achieve Engineering Excellence

Focused on leveraging automation, AI tools, and estimation frameworks to improve development efficiency, documentation quality, and strategic planning.

Due Date: 07/31/2025   Status: Completed   Completion Date: 06/30/2025

Category: Strategic Initiative

Organization Alignment:

Manager Evaluation	Employee Evaluation
Rating: Meets Expectations (M)	**Rating:** Substantially Exceeds Expectations (SE)
Comment: Myra's engineering excellence achievements meets the expectation, including her leadership in automated release notes generation and high-level estimation using Windsurf for portfolio management. Her ability to define and consolidate core Portfolio Management module features and provide critical inputs for strategic stakeholder alignment meetings demonstrates exceptional technical leadership and strategic thinking that significantly exceeds typical expectations for any tenure level.	**Comment:** In pursuit of engineering excellence, I focused on leveraging automation, AI tools, and estimation frameworks to improve development efficiency, documentation quality, and strategic planning. Key accomplishments include:

- **Automated Release Notes Generation** Led the development of a PowerShell-based tool that extracts deployment data from Azure DevOps and formats it into structured documentation. This significantly reduced manual effort, improved traceability, and ensured consistent release communication.
- **High-Level Estimation Using Windsurf** Utilized Windsurf to provide high-level estimates for portfolio management, supporting better planning and prioritization of initiatives. With this, was able to define and consolidated the core features of the Portfolio Management module to support high-level estimation. These features served as critical inputs in a series of high-level estimate meetings aimed at finalizing strategic estimates for stakeholder alignment.

Additional Manager Evaluation

Empowered & Accountable Teams

Improve sprint execution, backlog management, and cross-functional collaboration to support efficient delivery and alignment with business goals.

Due Date: 07/31/2025   Status: Completed   Completion Date: 06/30/2025

Category: Strategic Initiative

Organization Alignment:

Manager Evaluation	Employee Evaluation
Rating: Meets Expectations (M)	**Rating:** Exceeds Expectations (EE)
Comment: Myra's team empowerment contributions, including her sprint performance monitoring through Daily Stand-Up facilitation, proactive	**Comment:** I focused on improving sprint execution, backlog management, and cross-functional collaboration to support efficient delivery and

coordination with Development, QA, and Data teams, and comprehensive backlog enhancement and grooming. Her collaboration with Product Owner and teams to systematically convert enhancement lists into actionable PBIs and her active participation in portfolio management estimation demonstrate exceptional collaborative leadership.

alignment with business goals. Key contributions include:

- **Sprint Performance Monitoring** Tracked the percentage of committed PBIs delivered per sprint by facilitating Daily Stand-Ups (DSUs), actively monitoring work items and tasks in Azure DevOps, and proactively coordinating with Development, QA, and Data teams to ensure alignment and timely progress.
- **Backlog Enhancement and Grooming** Collaborated closely with the Product Owner, Development, and QA teams to compile and validate an enhancement list. This was systematically converted into actionable PBIs, streamlining backlog grooming.
- **Portfolio Management Estimation** Actively participated in high-level estimation activities for portfolio management, contributing to more accurate planning and prioritization of initiatives.

Additional Manager Evaluation

Section Summary

Manager Evaluation

Calculated Rating: 3
Rating: Meets Expectations (M)

Employee Evaluation

Calculated Rating: 4.67
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.

Manager Evaluation

Rating: **Exceeds Expectations (EE)**

Comment: Agree

Employee Evaluation

Rating: **Substantially Exceeds Expectations (SE)**

Comment: I consistently demonstrate a strong sense of responsibility and integrity in my work by upholding the Five Pillars of Character— **trustworthiness, respect, responsibility, fairness, and caring**. Key reflections on my dependability include:

- **Commitment to Accountability**: I reliably meet deadlines and follow through on commitments, ensuring that my work is completed with quality and timeliness, even under pressure.
- **Team-Oriented and Respectful**: I foster a respectful and supportive environment, contributing positively to team morale and collaboration.
- **Reliable Attendance and Punctuality**: I consistently meet attendance and punctuality expectations, demonstrating reliability and professionalism.
- **Emotionally Invested**: I take genuine pride in my work and strive to create an uplifting and motivating atmosphere for both myself and my colleagues.

Additional Manager Evaluation

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.

Manager Evaluation	Employee Evaluation
Rating: Meets Expectations (M)	**Rating:** Exceeds Expectations (EE)
Comment: Agree	**Comment:** I demonstrated strong problem-solving and analytical skills by facilitating team alignment, driving clarity in development decisions, and ensuring continuous progress through structured collaboration. Key contributions include:

Employee Evaluation continued:

- **Facilitated Daily Stand-Ups (DSUs)** Led DSUs with a focus on surfacing blockers early, breaking down complex issues into manageable tasks, and guiding the team toward actionable next steps. This helped maintain momentum and ensured alignment across development, QA, and product functions.
- **Backlog Ownership and Decision-Making** Acted as the backup contact for the Product Owner during out-of-office periods, ensuring that all questions and decisions related to the backlog were addressed promptly and accurately. This maintained continuity and prevented delays in development.

- **Active Contributor During PBI Demos**
  Provided constructive feedback and suggestions during PBI demos to refine features and identify necessary changes, contributing to higher-quality deliverables and better alignment with user needs.

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.

Manager Evaluation

Rating: **Meets Expectations (M)**

Comment: Agree

Employee Evaluation

Rating: **Substantially Exceeds Expectations (SE)**

Comment: I consistently managed my workload effectively, prioritized tasks based on team goals, and sought opportunities to expand my knowledge and impact. Key highlights include:

- **Automated Release Notes Process**
  Developed a PowerShell-based tool that extracts deployment data from Azure DevOps and formats it into structured documentation. This significantly reduced manual effort, improved traceability, and ensured timely release communication.
- **Backlog Structuring and Planning**
  Compiled and validated a comprehensive list of enhancements, which I converted into actionable PBIs. I used GitHub Copilot to accelerate this process, ensuring consistency and reducing manual overhead during backlog refinement.
- **Portfolio Estimation Support**
  Actively contributed to high-level estimation efforts using Windsurf, helping the team plan and prioritize work more effectively.
- **Team Collaboration and Knowledge Sharing**
  Facilitated Daily Stand-Ups to keep the team aligned and proactively answered development-related questions—such as guiding the approach for the Patriot landing page search criteria. I also served as the backup contact for the Product Owner, ensuring continuity in decision-making and backlog management during absences.

- **Continuous Learning and Initiative**
  Volunteered for tasks that expanded my technical and strategic understanding, particularly in AI-assisted development and cross-functional collaboration.

Additional Manager Evaluation

Results Focus

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

Manager Evaluation

Rating: **Exceeds Expectations (EE)**

Comment: Myra's results orientation is outstanding. Her proactive collaboration and decision-making as backup Product Owner contact and active participation in PBI demos show exceptional commitment to delivering high-quality, timely results with strong ownership and accountability.

Employee Evaluation

Rating: **Substantially Exceeds Expectations (SE)**

Comment: I consistently strive to deliver high-quality work on time by taking ownership of my responsibilities, applying thoughtful planning, and maintaining a strong focus on outcomes. Key accomplishments that reflect this include:

- **Automated Release Notes Process**
  Took initiative to develop a PowerShell-based tool that extracts deployment data from Azure DevOps and formats it into structured documentation. This significantly reduced manual effort, improved traceability, and ensured timely and accurate release reporting.
- **Backlog Structuring and Enhancement Planning**
  Compiled and validated a comprehensive list of enhancements, converting them into actionable PBIs. This enabled the team to plan and execute work more effectively based on capacity and priorities.
- **AI-Driven Efficiency**
  Leveraged GitHub Copilot to accelerate the creation of PBIs and locate relevant documentation, which helped streamline development workflows and reduce turnaround time.
- **Proactive Collaboration and Decision-Making**
  Actively participated in PBI demos by providing feedback and identifying areas for improvement. I also served as the backup contact for the Product Owner, ensuring that all backlog-related decisions and clarifications were addressed promptly during absences.

Additional Manager Evaluation

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.

Manager Evaluation

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

Comment: Leadership role candidate with expanded strategic responsibilities in the next 6-12 months.

Employee Evaluation

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

Comment: I demonstrated leadership by aligning team efforts with long-term goals, fostering collaboration, and proactively guiding initiatives that support both team and organizational success. Key contributions include:

- **Backlog Ownership and Strategic Planning**
  Compiled and structured a comprehensive enhancement list, which I validated and converted into actionable PBIs. This helped streamline backlog grooming and ensured that user feedback was systematically addressed, aligning development efforts with business priorities.
- **Cross-Functional Collaboration and Decision Support**
  Acted as the backup contact for the Product Owner, ensuring continuity in decision-making and backlog management during absences. I also actively answered development questions—such as defining the search criteria for the Patriot landing page—to guide the team toward effective solutions.
- **Team Engagement and Feedback Culture**
  Facilitated Daily Stand-Ups and Retrospectives, encouraging open communication by sharing blockers and key takeaways. This fostered a culture of transparency and continuous improvement.

Additional Manager Evaluation

Section Summary

Manager Evaluation

Calculated Rating: 3.5

Rating: Meets Expectations (M)

Employee Evaluation

Calculated Rating: 4.75

Rating: Exceeds Expectations (EE)