Doon, Jervie Paul

Developer
Manager: Rex Santos
Evaluated By: Rex Santos

July Impact Statement

Organization: Axos Business Center Team XIV (Rex Santos)
Location: ABC Manila Office
01/01/2025 - 06/30/2025

Acknowledgement

Manager

Entered by:	Rex Santos	**Date:**	08/15/2025
Status:	Acknowledge Review		
Comment:			

Employee

Entered by:	Jervie Paul Doon	**Date:**	08/15/2025
Status:	Acknowledge Review		
Comment:	I acknowledge and agree of my manager's evaluation. I will continue to strive to help the team grow and succeed.		

Questions

What do you do? How do you describe your role, duties, and responsibilities? Please be specific.

Manager Evaluation

Response:

Employee Evaluation

Response: I am a Senior Golang Developer in APW. Since our team is continuously growing, my duties and responsibilities are to take ownership of the product initiatives, convert requirements to technical implementation, and delegate tasks to junior developers. I make sure that the junior developer totally understands the workflow and review their work afterwards and discuss if I have some suggestions or concerns with their implementation. I also do onboarding and KT session for new joiners as well as conduct screening and technical interviews to applicants.

Core Duties and Responsibilities:

• Software Design and Development:
Write clean, maintainable, and efficient code in Golang.
Design and implement backend systems, microservices, and APIs.
Leverage Go's concurrency features (goroutines and channels) to build highly concurrent and parallel applications.

- **Technical Leadership and Architecture:**
Lead the design and architecture of complex software systems.
Make informed decisions about technology stacks, libraries, and design patterns.
Ensure the scalability, security, and reliability of applications.

- **Code Quality and Testing:**
Conduct thorough code reviews to maintain high standards and share knowledge.
Write comprehensive unit, integration, and end-to-end tests.
Establish and maintain CI/CD pipelines for automated building, testing, and deployment.

- **Mentorship and Collaboration:**
Mentor junior and mid-level developers, fostering their growth and skills.
Collaborate effectively with product managers, designers, and other engineering teams to translate requirements into technical solutions.
Drive the adoption of best practices in coding, testing, and agile methodologies.

- **Troubleshooting and Optimization:**
Debug and resolve complex technical issues in production and development environments.
Profile and optimize application performance to handle high loads and ensure low latency.

What processes do you perform? Please refer to the specific process maps or procedures for the tasks you perform, manage, or have impacted. If no process map exists, please describe the task and write "no process map or procedure".

Manager Evaluation	Employee Evaluation
Response:	Response: I am involved in processes to ensure the creation of robust, scalable, and secure APIs that meet business requirements and integrate seamlessly with other systems. I am also involved in screening, interview and onboarding. This includes:

1. Development and Integration

Process: Create new endpoints and integrate with third-party micro-services

Procedure: Follow coding standards, optimized, unit testing, code reviews and deployment.
Documentation: "no process map or procedure"
2. Knowledge Sharing and Collaboration

Process: Initiate knowledge sharing and support to team members
Example: Assist and provide KT sessions for new members
Procedure: Setup KT sessions and provide support and documentations
Documentation: "no process map or procedure"
3. Conduct applicant screening and Technical Interview

Process: Participate in applicant screening and technical interview
Procedure: Screen applicant if fits team's culture. Challenge in depth knowledge in software development and Golang specific technical skills.
Documentation: "no process map or procedure"

What metrics do you use to manage your performance? How do you know you are doing a good job? Please be specific (number of calls per day, number of closed loans per month).

Manager Evaluation	Employee Evaluation
Response:	Response: ADO Query of my tasks: JerviePaulDoonPBIs - Boards Sprint Management with Azure DevOps: Utilize Azure DevOps for sprint management, tracking tasks, work estimates, and bug counts per sprint. Ensure each pull request aligns with sprint goals and includes estimated work hours and bug tracking. Task Completion and Accuracy: Measure my performance based on the timely completion of tasks within estimated hours. Monitor the accuracy of task estimates against actual implementation time to improve planning in subsequent sprints. Bug Resolution and Quality Assurance:

Track the number of bugs identified and resolved during each sprint.
Aim to maintain a low bug count and ensure high-quality deliverables through rigorous testing and QA processes.

Feedback and Iteration:

Engage in one-on-one meetings with my technical lead to receive feedback on my performance. These meetings are instrumental in assessing my effectiveness and alignment with project goals. Using this feedback, I iteratively improve processes to enhance overall performance and productivity.

How do you report progress to your supervisor? (What reports, meetings, etc?)

Manager Evaluation	Employee Evaluation
Response:	Response: I report progress to my supervisor through several methods: Daily Stand-ups: Participate in daily stand-up meetings to provide updates on ongoing tasks, discuss any challenges, and outline progress made since the last meeting. One-on-One Discussions: Engage in regular one-on-one discussions with my supervisor to delve deeper into project specifics, seek guidance on complex issues, and receive feedback on my performance. Azure DevOps Board: Utilize Azure DevOps (ADO) boards to maintain transparency and track progress on tasks. This includes updating task statuses, logging work hours, and documenting any issues encountered.

Which processes / routine tasks have you improved / suggested improvement? What are the specific improvements suggested or made? a. Please refer to specific process maps and procedures for the processes you perform, manage, or have impacted, or if you have created a new process, please describe it. b. If suggested, please outline action steps to implement, include dependencies.

Manager Evaluation	Employee Evaluation
Response:	Response: I have suggested to lean towards microservices type of approach of our libraries such as:

Logging and Tracing
Database Operations
Caching

This aims to improve the development time while setting up a new project and implementing the logging and tracing or database operations if necessary. And it will also follow DRY (Don't Repeat Yourself) and SRP (Single Responsibility Principle) which are in the pillars of SOLID principles. But since we are currently in a time critical situation, we are planning to start planning the implementation on post MVP of our project.

And still, I am Promoting Standard Cross Project Architecture and Framework

This will be beneficial to the developers to be assigned in multiple APW projects without minding the learning curve.

What other improvements have you suggested (sales, product, group interactions, etc.)? Please be specific.

Manager Evaluation	Employee Evaluation
Response:	Response: Since our project is in continuous integration and continuous development (CI/CD), I am also eyeing to suggest some features/implementations to be decoupled. This will also promote the Single Responsibility Principle so that we are in clear direction when identifying on what features we are implementing.

What improvement opportunities exist to make your role more efficient? What ideas do you have to reduce waste or inefficient work? What are the required action steps?

Manager Evaluation	Employee Evaluation
Response:	Response: Improvement Opportunities

Mastering Collaboration:
Enhance communication within the team using tools like MSTeams and ADO Practice active listening and engage in regular code reviews and pair programming

Continuous Learning:
Stay updated with the latest technologies |

and frameworks through online courses and industry meetups
Encourage team members to share knowledge and best practices.

Code Quality and Testing:
Adopt test-driven development (TDD) practices to ensure robust code
Regularly conduct unit tests, integration tests, and automated testing.
Reducing Waste and Inefficient Work

Avoiding Extra Features:
Focus on delivering essential features first and add new ones based on user feedback
Avoid over-engineering and unnecessary complexity.

Minimizing Relearning:
Document solutions and best practices to prevent the need to relearn
Use knowledge-sharing platforms like Confluence or internal wikis.

Reducing Task Switching:
Limit multitasking and focus on completing one task at a time
Use Kanban boards to visualize work and manage priorities.

Streamlining Hand-offs:
Improve communication and documentation during hand-offs between team members
Use collaborative tools to ensure smooth transitions.
Required Action Steps in a Software Development Team

Analysis and Planning:
Understand project requirements through document analysis, interviews, and workshops
Create detailed task lists and assign responsibilities using tools like Jira or Asana

Design and Development:
Design the software architecture and user interfaces.
Develop the software using best practices and coding standards.

Testing and Quality Assurance:

Conduct rigorous testing to ensure functionality and performance.
Implement automated testing frameworks for continuous feedback.

Deployment and Maintenance:
Deploy the software and monitor its performance.
Perform ongoing maintenance and updates to keep the software running smoothly

Continuous Improvement:
Encourage a culture of continuous learning and improvement.
Regularly review and refine processes to enhance efficiency and productivity

What improvements have you made or suggested?: How did you positively influence the attitude of your colleagues? Please be specific.

Manager Evaluation	Employee Evaluation
Response:	Response: Improvements Made or Suggested

Code Review Practices:

Improvement: Established regular code review sessions.
Impact: Improved code quality, facilitated knowledge sharing, and helped junior developers learn best practices
Positively Influencing Colleagues

Promoting Continuous Learning:

Action: Organized and encouraged participation in workshops and training sessions.
Impact: Helped team members stay updated with the latest technologies and improved their skills
Encouraging Open Communication:

Action: Fostered an environment where team members felt comfortable sharing ideas and feedback.
Impact: Enhanced collaboration and innovation within the team
Recognizing and Celebrating Achievements:

Action: Regularly acknowledged and celebrated team members' accomplishments.

Impact: Boosted morale and motivation, leading to higher productivity and job satisfaction

What are your goals? What would you like to accomplish in the next six months? Please make your goals "SMART" - specific, measurable, attainable, relevant, and time-sensitive.

Manager Evaluation	Employee Evaluation
Response:	Response: My goal to be an SME for APW is in progress so I also make myself involved in discussion in every aspect of the project.

What are your goals? What would you like to accomplish in the next 2 years? Goals over the longer term can be more aspirational.

Manager Evaluation	Employee Evaluation
Response:	Response: Still, I am aspiring to be a tech lead and a principal developer. I want to hone my skills in leading the team, convert requirements to technical implementation, suggest and present tools and technologies and introduce processes that will make a positive impact to the team.

Process Maps: Please list the names of all process maps in the iGrafx platform that relate to your specific role. If applicable, please list the names of process maps that relate to your specific role which have yet to be created, so that you get credit for these as well.

Manager Evaluation	Employee Evaluation
Response:	Response: N/A

Additional Feedback

Additional Feedback: Please feel free to tell us what else you would like us to know about your role in the company, or anything else on your mind.

Manager Evaluation	Employee Evaluation
Response: Thanks for helping the team, and good job for constantly improvement.	Response: So glad that I made impact to the team, and it also made a big impact to me and drives my motivation to improve more so that I can give more impact to the team.