



**Nailat, Christian**

Developer

Manager: Arjay Gallentes

Evaluated By: Arjay Gallentes

**July Impact Statement**

Organization: Axos Business Center Team VII (Arjay Gallentes)

Location: ABC Manila Office

01/01/2025 - 06/30/2025

**Acknowledgement**

**Manager**

Entered by: Arjay Gallentes      Date: 08/16/2025  
Status: Acknowledge Review  
Comment:

**Employee**

Entered by: Christian Nailat      Date: 08/16/2025  
Status: Acknowledge Review  
Comment:

**Questions**

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

Manager Evaluation

Response:

Employee Evaluation

Response: In my role, I wear multiple hats depending on the project's needs. At the start of the project, I joined the data team to analyze and investigate the data structure in ALF. I also took on a Product role alongside Dagny, where we were tasked with reverse-engineering the ALF program and creating technical specifications. As a Tech Lead, I guided developers in making key technical decisions, ensuring that the development process aligned with our objectives. Additionally, I played the role of a Architect, where I investigated various systems and implementations, providing architectural guidance to ensure the project's success, particularly in the AUC system.

**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

Response:

Employee Evaluation

Response: 1. Process of Reverse Engineering in the Early Stages of the Project ( no process map or procedure )

**Find Related Program Code:**

The first step involves identifying and gathering the relevant program code that will be analyzed. This is crucial as it provides the foundational understanding required for reverse engineering.

**Feed Code into AI:**

I leverage AI tools to assist in analyzing the code, which can help in detecting patterns, identifying components, and understanding the code structure more efficiently.

**Review AI Output:**

Once the AI processes the code, I review its output to ensure that the analysis aligns with my own understanding of the program. This helps in validating the AI's findings and identifying any discrepancies.

**Adjust Based on My Code Understanding:**

Based on my deep understanding of the code and the AI output, I make necessary adjustments to ensure that the analysis reflects the actual behavior and logic of the program.

**Create Technical Specifications:**

After reviewing and adjusting the code analysis, I proceed to create technical specifications that detail how the program works, what changes might be needed, and how it integrates with other systems.

**Send for Review to Product Owner (PO):**

Once the technical specifications are complete, I send them to the Product Owner (PO) for review. This ensures that the solution aligns with business requirements and allows for any necessary revisions before moving forward.

**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).**

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**Manager Evaluation**

Response:

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**Employee Evaluation**

Response: I manage my performance using a combination of structured processes:  
**IDP Loop (Individual Development Plan):**  
I use my IDP to track progress against my personal development goals. This loop allows me to continuously assess my skills, identify areas for improvement, and ensure that I am aligned with both short-term and long-term objectives. I set clear milestones within the IDP and regularly review my progress to ensure I'm on track.

**Task Planner:**

I rely on a planner to manage my daily and weekly tasks. This planner not only helps me prioritize tasks but also holds me accountable for deadlines and progress. I track the completion of specific tasks, and this helps me stay organized, ensuring I deliver on time and focus on the most critical activities.

**How I Know I'm Doing a Good Job**

I measure my performance by regularly reviewing the following:

- Completion of tasks and meeting deadlines as tracked in my planner.
- Achievement of milestones and learning goals set in my IDP.
- Feedback received from peers and managers, which helps identify areas of success and areas to improve.
- Overall contributions to team goals and project success.

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

Response:

Employee Evaluation

Response: I report my progress through regular **weekly 1-on-1 meetings** with my supervisor. During these sessions, we discuss:  
**Progress on My IDP:** We review the milestones I've set in my Individual Development Plan (IDP), assess how much progress I've made, and identify any areas where I may need additional focus or resources.  
**Challenges:** I highlight any specific challenges I am facing in my role, whether they're related to technical tasks, team collaboration, or personal development, and seek guidance on how to address them.  
**Questions for Growth:** I share any questions or insights I've gathered to continue growing in my role. These discussions allow me to gain clarity on how to handle various situations and enhance my performance.

**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 EvaluationEmployee Evaluation

Response:

Response:

**Improved Documentation Process:**

- **Specific Improvement:** I suggested that we create a unified documentation template for domain knowledge, code specifications, and processes. This ensures that new team members can easily onboard, and existing members have a clear understanding of ongoing work.
- **Action Steps to Implement:**
  - Created a standardized template for documentation.
  - Worked with the team to integrate documentation into our workflow to ensure it's updated regularly.
  - Implemented regular reviews to ensure the documentation stays accurate and relevant.
- **Dependencies:** Time allocated for documentation creation, commitment from team members to maintain updates, and coordination with project timelines.

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

Manager Evaluation

Response:

Employee Evaluation

Response:

**Design Architecture Improvements:**

I proposed enhancements to the system architecture to ensure scalability, maintainability, and flexibility. This included reviewing existing designs and identifying areas for optimization, as well as ensuring alignment with future goals. These improvements help streamline development processes and reduce technical debt in the long run.

**Documentation:**

I emphasized the importance of thorough documentation for both the architecture and the codebase. Clear and up-to-date documentation helps new team members onboard faster, reduces miscommunication, and ensures that critical knowledge is easily accessible. I also contributed to improving our internal documentation standards, making sure that it serves as a reliable reference for both current and future team members.

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:	<p>Since we are already automating product delivery, the next area to focus on is automating <b>admin tasks</b>, particularly for individuals who take on multiple roles. Automating these tasks can significantly reduce the burden on team members, allowing them to focus on more high-value activities.</p> <p><b>Action Steps:</b></p> <p><b>Automate Admin Tasks Using Power Automate:</b></p> <p>Leverage <b>Power Automate</b> to automate time-consuming admin tasks such as updating project statuses, managing calendars, scheduling meetings, sending reminders and generating reports by giving also an access in premium connections in power automate</p> <p><b>Create Custom Workflows for Routine Administrative Processes:</b></p> <p>Set up automated workflows for recurring tasks such as generating weekly status reports, tracking action items, or managing task allocations. These workflows can reduce the need for manual intervention and keep tasks organized across different teams.</p> <p><b>Train Team Members on Automation Tools:</b></p> <p>Conduct training sessions to ensure that team members are proficient with Power Automate and other tools designed for admin task automation. This will make the adoption process smoother and more effective, empowering the team to handle administrative duties more efficiently.</p>

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:	<p><b>Proposed Enhanced System Documentation:</b></p> <p>I suggested improving our system documentation to ensure that it is more comprehensive, organized, and accessible. This would make onboarding new team members easier and help the team work more efficiently by reducing the time spent searching for answers. I worked with the team to ensure that all technical specifications and architectural decisions</p>

were well documented and easy to reference.

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

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Response:

#### Employee Evaluation

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Response: **Goal 1: Build System Processes for the Team**

- **Specific:** Develop and document a clear set of system processes for the team to follow. This will include processes for product delivery, task management, and collaboration across roles.
- **Measurable:** Create at least three documented processes and ensure that all team members are trained on them.
- **Attainable:** Work with the team to identify key areas where standardization is needed, and utilize tools like Power Automate for efficiency.
- **Relevant:** Improving system processes will increase team efficiency, reduce bottlenecks, and ensure smoother collaboration across projects.
- **Time-sensitive:** Complete the documentation and training by the end of the next six months.

#### **Goal 2: Improve Leadership Skills**

- **Specific:** Focus on developing leadership practices that foster collaboration, accountability, and decision-making within the team.
- **Measurable:** Attend two leadership training courses and conduct at least one feedback session with the team every month to evaluate progress.
- **Attainable:** Participate in relevant workshops, webinars, and peer-learning opportunities to improve leadership skills.
- **Relevant:** Strengthening leadership will help create a positive team culture, increase team motivation, and align everyone with project goals.
- **Time-sensitive:** Achieve noticeable improvements in leadership by the end of the next six months.

#### **Goal 3: Improve Architecture Knowledge and Implementation**

- **Specific:** Deepen your expertise in system architecture by implementing advanced design patterns and improving existing architecture.
- **Measurable:** Complete a project or initiative that involves re-architecting part of the system or improving architectural practices. Attend at least one architecture-focused workshop or training.
- **Attainable:** Allocate time for focused study on design patterns, microservices, or other relevant topics. Collaborate with the team for knowledge-sharing sessions.
- **Relevant:** Improving architecture will lead to better scalability, performance, and long-term system stability, contributing to the product's success.
- **Time-sensitive:** Implement new architectural improvements and complete training within the next six months.

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

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Response:

#### Employee Evaluation

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Response:

#### Become a Certified Solution Architect

- **Specific:** Obtain certification in solution architecture by completing a recognized certification program and applying the knowledge to real-world scenarios in the organization.
- **Measurable:** Complete the certification and implement at least two significant architectural improvements in the company that directly contribute to project success.
- **Attainable:** Dedicate time each week to study and attend workshops related to solution architecture, and apply learning to ongoing projects.
- **Relevant:** Gaining formal recognition and advanced knowledge in solution architecture will position you as an expert in designing scalable, efficient, and innovative solutions for the organization.

- **Time-sensitive:** Achieve certification and apply architectural improvements within the next two years.

**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

Response:

Employee Evaluation

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

Response:

Employee Evaluation

**Response:** In my role, I strive to wear multiple hats and continuously improve processes that positively impact the team and company. As a Tech Lead, I work to ensure that our technical decisions are aligned with both business goals and long-term sustainability. I'm committed to fostering a culture of collaboration, knowledge sharing, and transparency within the team. I also believe in the importance of continuous learning, both for myself and my colleagues, as technology is always evolving.

I would appreciate more opportunities for cross-team collaboration, as it allows me to contribute to projects outside of my direct responsibilities and broaden my understanding of the business.

Finally, I am keen to further develop my leadership skills and continue expanding my expertise in solution architecture. I would love to take on more strategic initiatives that focus on long-term impact, including architectural improvements and guiding the team through complex technical challenges. Your feedback and support will be valuable in helping me achieve these goals.