Russell, Joseph

Development DBA
Manager: Alison Moran
Evaluated By: Alison Moran

Allied 2022 Exempt Performance Review

Organization: ALD ETG IT (Alison Moran)
Location: ALD Headquarters
04/01/2021 - 03/31/2022

Overall

Manager Overall Evaluation

Rating: Achieved Expectations

Comment:

Acknowledgement

Manager

Entered by:	Alison Moran	Date:	05/05/2022
Status:	Acknowledge Discussion		

Comment:

Employee

Entered by:		Date:	

Status:

Comment:

Goals

Embed yourself with your team to improve their situation with DBA work. Continue knowledge and experience in your areas of expertise are anticipated in the next year.

Due Date:	03/31/2022	Status:	Completed
Supports:	Development Goal		

Find and capitalize on opportunities where you can "stand out" from the pack.

Due Date:	03/31/2022	Status:	Completed
Supports:	Development Goal		

Learn the DBA team's role in the ETG functions at Allied.

Due Date:	03/31/2022	Status:	Completed
Supports:	Development Goal		

Section Summary

Manager Evaluation

Rating: Achieved Expectations

Comment: JC has done a good job of attending to his goals for his first year of being on the DBA team. He has stood out as the Operations DBA and has taken on the less exciting work that presents itself in that role. He has certainly capitalized on being operations focused and is the leading DBA in that role.

Employee Evaluation

Comment: Goals set for 2021 completed

Allied Values

Allied Values

The first letters of our values form the acronym IMPACT, which is a helpful reminder about the impact you can make at Allied Solutions. If you approach your work with the intent to make a positive impact, you're more likely to demonstrate the values that drive our business and deliver results for our company.

- **Innovation** - We thrive in a fun, fast-moving workplace that encourages all to think strategically, act decisively, and boldly seek and speak new ideas.
- **Mindfulness** - Our actions are guided by honesty and integrity. We respect the needs and contributions of all and celebrate the richness of our diversity.
- **Passion** - We are driven by enthusiasm and pride for our work. Our efforts are fueled by unwavering focus and an entrepreneurial spirit.
- **Achievement** - We share a commitment to the fulfillment of goals, working hard every day to deliver world-class quality and service for our partners and clients.
- **Community** - We use our skills and resources to engage thoughtfully as citizens, supporting the communities where we work and live
- **Teamwork** - Our success is achieved through accountability, collaboration, and trust. We share a commitment to plan, prioritize and communicate what we do.

At Allied our critical behaviors - plan, prioritize and communicate - work with and enhance the impact of our values. When employees commit to Allied's C3 behaviors, we can achieve effective teamwork.

Rate employee on how they overall make an IMPACT at Allied, then choose 3 values (one from each side of the IMPACT triangle) and provide behavioral examples to support your rating. Please include how the employee exhibits the values through the C3 behaviors - plan, prioritize and communicate.

Link to IMPACT Triangle.

Manager Evaluation

Rating: Achieved Expectations

Comment: JC didn't provide a full picture of how he embodies the Allied values in his Self Review. JC has achieved so much in the Operations space of DBA work. The alerting he set up, his DDBoost efforts, both show how dedicated he is to being successful at Allied.

Employee Evaluation

Comment: There was an attempt to utilize IMACT in 2021 there were situations presented itself.

Section Summary

Manager Evaluation

Rating: Achieved Expectations

Competencies

Customer Service

Adapts messages to the needs and perspectives of specific audiences, including all levels of the organization. Understands customers and takes a proactive approach to meeting their needs in an effective and timely manner. Builds and maintains effective working relationships both inside and outside the company as appropriate. Sets, commits to, and maintains high standards for quality work and responsiveness.

Manager Evaluation		Employee Evaluation	
Rating:	**Improvement Needed**		
Comment:	After reading this portion of the self review, the manager did an audit of JC's responses in the tickets where JC has had some part to play. The manager found a distinct lack of care when responding to the customers. JC was approached about this and it was discussed that he needs to slow down, re-read what he writes, and be mindful of how his writing can be perceived by his customers. In person, JC is professional and does exhibit a high level of customer service. In writing though, especially business work product writing, JC does need to be mindful and present.	Comment:	Committed to ensuring users has an update to date information within appropriate tools given by the company in most cases Jira utility software.

Quality of Work

Accuracy, thoroughness, and competence. Able to apply and demonstrate job and company knowledge effectively.

Manager Evaluation		Employee Evaluation	
Rating:	**Achieved Expectations**		
Comment:	JC's quality of work is exactly where his manager thinks he should be at. JC came from being a Senior SysAdmin and was just promoted to the DBA team during the last review period. Effectively he is starting at a novice level in his DBA skills. Even though he is a effectively a novice, his quality of work is right where it should be.	Comment:	I have made an attempt to follow the company policies and guidelines as given on paper tried not to interpret to different meanings.

Job Knowledge

Applies the technical and professional skills needed for the job.

Manager Evaluation		Employee Evaluation	
Rating:	**Achieved Expectations**		
Comment:	JC worked with mentors from Moser Consulting for 6 months, every day, to escalate the learning of his job knowledge. He loves to learn and improve his knowledge. He has also taken courses on Snowflake during the year to improve his knowledge. He has said that he never wants to stop learning.	Comment:	In the new line of DBA taken 6 months to grow knowledge with Moser and have continued on independently and the growth of knowledge as become adequate

Initiative

The degree to which an employee searches out new tasks and expands abilities professionally and personally.

Manager Evaluation	Employee Evaluation
Rating: Achieved Expectations	
Comment: JC takes initiative on so many tickets. They come in the queue and JC is already looking at them. He never turns down an opportunity for work and expanding his knowledge horizon.	**Comment:** Given the tools that such as Jira, attempts to expand tasks and abilities within the company.

Section Summary

Manager Evaluation

Rating: Achieved Expectations

Key Accomplishments

Please provide any key accomplishments:

Manager Evaluation	Employee Evaluation
Response: JC also got DDBoost implemented for back ups for SQL. He's had a good year and should be mindful of his successes.	**Response:** Restarted the Archiving Jobs on Unitrac to slow down the growth of the storage on 5 drives and consolidating down the growth to happen only one.
	In Unitrac, there was a table that was getting a lot of calls and applied an Index which increase the performance
	Create a job for the NOC to validate if the DBA team has any datafile getting closed to filling up and alerting us on those.
	Worked with the NOC, and RFPL team on ensuring that storage and files are being appropriately montiored so that storage can never be a cause of an outage on this system.
	Gotten 80% of our SQL servers up to the adequate temp data files requirements.

Development Areas

Be able to efficiently utilize cloud tools as a DBA

Due Date: 03/31/2022   **Status:** Not Started

Supports:

Embed yourself with your team to improve their situation with DBA work. Continue knowledge and experience in your areas of expertise are anticipated in the next year.

Due Date: 03/31/2022   Status: Not Started

Supports:

Have a 10% increase of knowledge on nonSQL databases such as Mongo and Snowflake or any other technologies that Allied brings on board.

Due Date: 03/31/2022   Status: Not Started

Supports:

Help Senior DBA come up with ways to monitor databases

Due Date: 03/31/2022   Status: Not Started

Supports:

Section Summary

Manager Evaluation	Employee Evaluation
Comment: This comment from JC was very concerning to his manager. The manager approached JC before this review was completed to see what JC meant by getting little direction and the redirections over the review period. JC's response was that the redirections have come from other DBAs on the team and how they are applying the policies differently than JC applies them. He viewed those differences as redirections of the policies. His manager disagrees with this view because two people can read the same policy and think it's applied differently. In the occurrences that JC talked to, one of them the manager had dealt with, unknown to JC, and the second never crossed the managers desk.

JCs stated development areas a good place to start for the coming review period. | **Comment:** First year as a DBA went from learning independently, with a third party then back to independently. The biggest hurdle dealing with the what the management wanted of the role; dealt with the way wanted and redirected. Then, redirected a second or third time. Now very little direction. Will continue to stay under the radar of the path until needs define clearly. |