



## PERFORMANCE APPRAISAL

|   |  |   |
|---|--|---|
| Last Name<br>BUATONA                                  | First Name<br>JOEBANEZAIR                        | MI<br>BUTON   |
| STI Campus<br>GLOBAL CITY                             | Program<br>BS in Information Technology - BSIT   | Year Level<br>4 <sup>TH</sup> Year                    |
| Host Training Establishment<br>ZHIYUAN ENTERPRISE INC | Department Assigned To<br>PROGRAMMING DEPARTMENT |   |
| OJT Supervisor<br>KEVIN HSU                           | Designation<br>PROJECT MANAGER                   | Evaluation Period<br>Total No. of Hours<br><b>486</b> |

| Evaluation Criteria   | Rating | Equivalent Grade |
|---|--------|------------------|
| <b>Technical Competence (30%)</b><br>Effective application of skills and technical knowledge in meeting the requirements or accomplishing goals of assigned tasks and projects  |        |                  |
| <b>Attitude (30%)</b><br>Attitude towards work, such as willingness to learn, adherence to the policies, dependability, trustworthiness, resourcefulness, and ability to provide solutions to problems in the area of work and such other qualities that may be pertinent |        |                  |
| <b>Quality of Work (25%)</b><br>Work standards, accuracy and reliability of output, and on-time delivery of requirements  |        |                  |
| <b>Attendance and Punctuality (15%)</b><br>Number of absences and tardiness per evaluation period   |        |                  |
| <b>TOTAL</b>  |        |                  |

Comments/Remarks:

### Rating Equivalent

| Rating   | Description  |
|----------|--------------|
| 98-100   | Excellent    |
| 89-97    | Very Good    |
| 80-88    | Satisfactory |
| 75-79    | Fair         |
| Below 75 | Fail         |

Reviewed by:

Date

Kevin Hsu

OJT Supervisor's Signature