

Performance Review 2017

Employee Information

Employee: Nitesh Ranjan
Employee PERNR: 50064232
Performance Reviewer: Milan Thummar
Validity Period: 01.01.2017 to 31.12.2017
Status: In Process
Substatus: Year-End Self-Assessment (Employee)

Additional Employee Data

Job Name: Associate Consultant
Preferred Name:
Country: India
SBU: FS - SBU
SBU Grade: B
Local Grade: Default
Local Organization:
Global ID: 932863
N/A:

Predefined Objectives

Customer Satisfaction- Client Relationships

Description:

1. No Severity 1 and 2 defects in System Testing
2. Zero repeat defects
3. No defect found in any review for the item already covered in self review checklist.:Rating 3

1. No Severity 1 and 2 defects in System Testing
2. Zero repeat defects
3. No defect found in any review for the item already covered in self review checklist :Rating 2

1. No Severity 1 and 2 defects in System Testing
 2. Zero repeat defects
 3. No defect found in any review for the item already covered in self review checklist..
 4. Zero comments leaked from reviews conducted :Rating 1
- This will be coorelated with review comments, no of iterations and amount of hand-holding required for deliverables

Weighting:

0

Employee Mid-Year Assessment:

I have maintained very good relation with the Client by properly understanding the Client's requirements and always given them the desired output.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Customer Satisfaction- Satisfaction Index

Description:

OTACE Targets and overall feedback

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Weighting:

0

Employee Mid-Year Assessment:

I have met the Client's Satisfaction Index by showing my loyalty to them and meeting their expectations.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Customer Satisfaction- People Leadership

Description:

Values and treats others with respect, fairness and courtesy.

* Acts as role model and brand ambassador for Capgemini and for the Practice (awareness of industry trends & best practices)

Contributed to Capgemini growth, (e.g. preparing knowledge objects, focusing on personal growth, etc)

Weighting:

0

Employee Mid-Year Assessment:

I have valued and treated others with respect, fairness and courtesy.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Customer Satisfaction- Timely and On Budget delivery

Description:

100% compliance expected

Weighting:

0

Employee Mid-Year Assessment:

I have always met the Client's deadlines for their delivery.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Financial Results-Bench Time Utilization :

Description:

Not more than 15% time attributed to bench :Rating 3

Not more than 5% time attributed to bench :Rating 2

0% time on bench and becomes deployable with cross training and no rejections:Rating 1

Weighting:

0

Employee Mid-Year Assessment:

No bench time during this period.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

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Employee Year-End Assessment:

Financial Results- Utilization

Description:

ON SHORE & OFF SHORE - 95%

Weighting:

0

Employee Mid-Year Assessment:

I have tried to utilise my billability time by fulfilling the Client's requirement according to the business standards.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Internal Business Process Development- Adhere to Processes

Description:

100% Adherence & Functional Excellence :Rating 3

Suggests at least 1 improvement besides being 100% adherent & Functional Excellence :Rating 2

Above + Brings improvement and implements best practices / reusable assets :Rating 1

Weighting:

0

Employee Mid-Year Assessment:

I have always tried to comply with process requirements in order to ensure process success and delivery of the desired outcomes.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Internal Business Process Development-Engagement Leadership - DELIVERY

Description:

Worked autonomously and independently to produce high quality deliverables on-time and with-in budget

Demonstrated good consulting foundation skills (e.g. analysis, critical thinking, communication, organization, flexibility, etc

Able to translate project plan into specific actions and construct own deliverables to meet project plan requirements

Weighting:

0

Employee Mid-Year Assessment:

I have shown active interest in the project discussions and we the whole team came up with new ideas and implementation so that delivery can be given on time and with-in budget.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

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Learning and Growth- Domain Expertise

Description:

- # Demonstrated strong content knowledge in at least one knowledge area
- # Made recommendations pertaining to that knowledge area
- # Demonstrated a basic understanding of Capgemini organizational structure, offerings, benefits to our clients

Weighting:

0

Employee Mid-Year Assessment:

I have always tried to improve my domain skills by actively participating in knowledge sharing sessions.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Learning and Growth- Certifications

Description:

- get certified in at least 1 technology / domain area (Rating 3)
- * Above + supports 2 or more in getting certified - (Rating 2)
- * Above + helps create a product / domain COE (Rating 1)

Weighting:

0

Employee Mid-Year Assessment:

No any Certifications during this period.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Learning and Growth- Training sessions

Description:

Works with supervisor and creates self development plan and attends minimum of 8 days of training in technology / domain areas aligned with Project or Practice needs

Weighting:

0

Employee Mid-Year Assessment:

I have attended online and classroom trainings conducted by the training department..

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Practice Contribution-Business Engagement

Description:

- * Contribute to practice initiatives & Demonstrate use of existing practice assets and accelerators in client project. Rating 3
- * Above + any Approved improvements suggested to existing Practice assets and accelerators in client project:Rating 2
- * Above or creation of new practice assets and accelerators in client project :Rating 1

26.10.2017

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Weighting:

0

Employee Mid-Year Assessment:

I have always focused on the team discussion activities designed to provide solutions to business needs.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Practice Contribution-Innovation & Development

Description:

1 approved Reusable or Innovative solution submitted to practice KM portal / Contribution to Teamx

Weighting:

0

Employee Mid-Year Assessment:

Just working on some innovative ideas which can be useful for the organisation.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Individual Objectives

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Customer Satisfaction-High Quality Deliverables

Description:

"Parameters

HLD Preparation, DTD Preparation, UTP preparation, Coding, Testing

Succeeds

1. Successful preparation of HLD/DTD/UTP as per the DFS standards with maximum 2 review comments/ findings of Level 1 for project.
2. Self review is done appropriately
3. 100% Coding completed on time and as per the Organization standards with maximum 2 review comments// findings of Level 1 for project.
4. 100% Testing completed on time and zero defects/issues reported after deployment to Production.

Exceeds

1. Successful preparation of HLD/DTD/UTP as per the DFS standards with maximum1 review comments/ findings for project.
2. Self review is done appropriately.
3. 100% Coding completed on time and as per the Organization standards with maximum 1 review comment/ findings for project.
4. 100% Testing completed on time and zero defects/issues reported after deployment to Production.

Excels

1. Successful preparation of HLD/DTD/UTP as per the DFS standards with zero review comments/ findings for project.
2. Self review is done appropriately.
3. 100% Coding completed on time and as per the Organization standards with Zero review comments/ findings for project.
4. 100% Testing completed on time and Zero defects/issues reported after deployment to Production."

Weighting:

10

Employee Mid-Year Assessment:

1. I have given my best High Quality Deliverables as per the DFS standards with zero review comments/ findings for project.
2. I have 100% Coding completed on time and as per the Organization standards with Zero review comments/ findings for project.
3. I have 100% Testing completed on time and Zero defects/issues reported after deployment to Production.
4. Monitored all the project applications for working fine.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

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Customer Satisfaction -Timely Delivery

Description:

"Parameters

HLD Preparation, DTD preparation, UTP Preparation, Coding, Testing, WSR Inputs

1. All Deliverables should be completed within the defined timeline.
2. Zero instances of Project/Development activities getting delayed.
3. Zero instances of delays reported in the following deliverables - HLD, DTD, UTP, Code Review, Code Completion, UTR"

Weighting:

10

Employee Mid-Year Assessment:

To have good Client relationship we should be punctual with our timeliness delivery.I have given my full effort to deliver the Client's requirement on or before deadlines.We the whole team have got so many appreciations from our client for our good and efficient work.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Customer Satisfaction -Customer Satisfaction

Description:

"Appreciation from Client team/Client Manager

Succeeds

No Client complaints

Exceeds

No Client complaints and at least 1 appreciations from Client team/ Client Manager in written form

Excels

No Client complaints and more than one appreciations from Client team/ Client Manager in written form"

Weighting:

10

Employee Mid-Year Assessment:

1. I have given my best effort to satisfy my Client.
2. No Client complaints and got appreciations from Client.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

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Customer Satisfaction -Timesheets

Description:

"Zero defaults in DFS Clarity and Smart Track timesheet(As Applicable) submission by Friday evening.

Any vacation timesheet need to be filled in advance.

No complaints from client manager on timesheets."

Weighting:

5

Employee Mid-Year Assessment:

1. I have always completed DFS Clarity by every Friday.

2. From my side no any complaints from client manager for timesheets.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Customer Satisfaction -Communication

Description:

"Parameters

Handle Onsite/Client calls, Timely response to Onsite mails.

Succeeds

Not more than 3 instances of communication issues should be reported.

Exceeds

Not more than 1 instances of communication issues should be reported.

Excels

Zero instances of communication issues should be reported."

Weighting:

5

Employee Mid-Year Assessment:

I have always participated in daily onsite calls and have timely responded to onsite mails.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

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Customer Satisfaction -Post-Production Support

Description:

"Parameters

Succeeds

No instance of communication issue during post-production support.

Provide post-production support as per required plan (irrespective of the shifts) and give post-production support during warranty period /4 weeks.

Exceeds

Pro-active in providing the post-production support.

No instance of communication issue during post-production support.

Provide post-production support as per required plan (irrespective of the shifts)

Handle post-production support during warranty period /4 weeks.

Provide proper KT to AMS team and other team mates well before prior to install date.

"

Weighting:

5

Employee Mid-Year Assessment:

I have given my effort to post deployment activities by checking of services for its proper functioning..

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Customer Satisfaction -Cost Reduction / Effort Savings

Description:

"Parameters

Technical Innovation / Automation / Process improvements resulting in Cost Reduction or Effort Saving

Succeeds

Initiate & implement at least 1 Innovations/Process improvements successfully.

Exceeds

Initiate & implement at least 2 Innovations/Process improvements successfully.

Excels

Initiate & implement at least 3 Innovations/Process improvements successfully."

Weighting:

10

Employee Mid-Year Assessment:

I have used technologies related to BT2020 like.: MicroService, Pivotal Cloud foundry, Spring Boot, Spring Batch, Jwt2, Jenkin etc and implemented them successfully into my project.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

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Financial Results -Time Entry

Description:

"100% Timesheet Compliance. Zero non-compliance for missing timesheet."

Weighting:

7

Employee Mid-Year Assessment:

From my side 100% Timesheet Compliance. Zero non-compliance for missing timesheet.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Financial Results -Unplanned Leaves

Description:

"Not more than 4 Unplanned leave in a year (1 per quarter).

All leaves should be filled appropriately via LMS. There should be zero reminder for adherence."

Weighting:

3

Employee Mid-Year Assessment:

I have filled filled LMS properly with zero reminder for adherence.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Financial Results -Automation Initiaive

Description:

"Participate and work on initiaves to achive higher Automation Index for team.

Note: Organization target is 49.5% effort reduction by Automation"

Weighting:

7

Employee Mid-Year Assessment:

We have implemented many new technologies for achieving automation at higher index.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

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Internal Business Process Development -Process Compliance

Description:

"Information Security, Ethics and Professional Conduct

1. No violations of Discover email and information security policies
2. No violations of Capgemini security policies
3. No violations of Capgemini professional conduct rules
4. Ensure data captured for weekly, monthly reports/metrics are 100% accurate."

Weighting:

4

Employee Mid-Year Assessment:

1. I have never violated Discover email and information security policies.
2. I have never violated Capgemini security policies.
3. I have never violated Capgemini professional conduct rules.
4. I have ensured data captured for weekly, monthly reports/metrics to be 100% accurate.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Internal Business Process Development -Metric Sheet

Description:

"Gain Knowledge about Metric Sheet and its relevance
Submit Metric Sheet duly completed and on time for team-participate in its creation.
- Zero issues in completed Metric sheet"

Weighting:

3

Employee Mid-Year Assessment:

1. I actively participated in Knowledge about Metric Sheet and its relevance.
2. I actively participated in Metric Sheet duly completed in time for its creation.
3. No any issues in completion of Metric sheet.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Internal Business Process Development -Empulse Compliance

Description:

"Achieve 85-90% Empulse compliance as per Company standards
Note:- This related to attendance and Leaves"

Weighting:

4

Employee Mid-Year Assessment:

I have always achieved 100% Empulse compliance as per Company standards by maintaining proper attendance policies.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

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Learning and Growth -One Team Attitude

Description:

- "1. 0 concerns / issues from team members, colleagues, Supervisors
- 2. 100% Participation in team building activities / team meetings / WSR"

Weighting:

4

Employee Mid-Year Assessment:

- 1. I have good relationship with team members, colleagues, Supervisors without any issues with them.
- 2. I have given 100% Participation in team building activities / team meetings / WSR.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Learning and Growth -Workforce transformation

Description:

"Learning - Training

Zero defaults for mandatory training. Note that this will supercede the Predefined Organization Goal, if any

- All mandatory trainings introduced by Organization.
- All applicable trainings introduced by DFS Management, especially related to BT2020 stack.
- No reminders to Supervisors for due/uncompleted trainings
- No instance of 'registering-enrolling for training and later not attending it'.
- One Certification in technology stack given in BT2020, would be nice to have"

Weighting:

4

Employee Mid-Year Assessment:

- 1. I have attended and completed all mandatory trainings introduced by the Organization.
- 2. I have attended and completed all applicable trainings introduced by DFS Management, especially related to BT2020 stack like.: MicroService, Pivotal Cloud foundry.
- 3. I have attended all mandatory and applicable trainings so not any complain and no reminders to Supervisors for due/uncompleted trainings.
- 4. No any instance of 'registering-enrolling for training and later not attending it'.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

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Learning and Growth -Share knowledge with colleagues

Description:

"Parameters

Work towards building business & technical knowledge repository, Active participation in KT sessions

Succeeds

At least 1 instances at team level.

Exceeds

At least 2 instances at team level.

Excels

At least 2 instances at team level & 1 at Cards BU level."

Weighting:

4

Employee Mid-Year Assessment:

I have Provided proper KT to My team and other team mates and onsite team mates for building business & technical knowledge.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Contribution to Organization -Organizational activities

Description:

"Practice / BU / L&C contributions

1. Contribution to KM portal/Genesis
2. Participate in FLP batches as Mentor / trainer"

Weighting:

5

Employee Mid-Year Assessment:

I have given my 100% Contribution to KM portal/Genesis and completed all icompass assignment.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Financial KPI's

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Utilization

Description:

KPI Target:

KPI Actual:

Contribution Margin

Description:

KPI Target:

KPI Actual:

Sales

Description:

KPI Target:

KPI Actual:

Revenue

Description:

KPI Target:

KPI Actual:

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Late Timesheets

Description:

KPI Target:

KPI Actual:

Other 1

Description:

KPI Target:

KPI Actual:

Other 2

Description:

KPI Target:

KPI Actual:

Other 3

Description:

KPI Target:

KPI Actual:

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Competency & Career Development Plan

Click here to review and assess the competencies for your current role: "Talent Review Profile".
In the field below, indicate your training objectives (for competency and career development) for current and future potential roles.

Competency & Career Development Plan

Description:

Below are my upcoming plans to for Competency and Career Development :-

- 1.To get proficient in my domain language and then try to get knowledge about new BT2020 technology that will be used in over project.
- 2.I will try to get a deeper knowledge about the flow of the application and its usage
- 4.Became a complete business professional as end of the day whats matters is only Business.
- 5.Enhance my teamwork and leadership quality so that I can assist a bunch of resources for some positive development activities.

Employee Mid-Year Assessment:

1. I have always tried to get deeper knowledge in my domain.
2. I have been given chance to learn new technologies and implement them in my project.
3. I have tried to understand the actual flow of the project so that I should have clear understanding of the requirements
4. I am blessed to be part of a highly skilled and enthusiastic team and thats why I have been able to gain functional as well as domain knowledge quite efficiently.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Employee Year-End Assessment:

Career Aspirations

Description:

1. Get achievements within the company, contributing with my professional experience, attitude, values and ethics, always looking to improve in all the activities carried out, thereby achieving to positions of greater responsibility and challenging solutions according to the expectations of the company.
2. To get expertise in my professional domain and love to work with freedom and independence along with suitable guidance.

I have divided my Career Aspiration in terms of Short term and Long term goals.

My short term goals are:-

- i.To get expertise in my current project.
- ii.To involve in advancement ideas related to my project.
- iii.To get more efficient and active in terms of my daily tasks.

My long term goals are:-

- i.To get position like team lead so that I can share my knowledge and experience with the associates.
- ii.To become a highly skilled Professional.

Employee Mid-Year Assessment:

I have been actively heading towards achieving of my goals by getting proper functional and domain knowledge.

Employee Year-End Assessment:

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International Mobility

Please indicate if you are interested in working on international projects, should the opportunity arise. If you are, please indicate if you would be willing to work abroad on either a temporary or permanent basis, and the maximum length of assignment you would consider.

Expressing an International interest will not guarantee an International project.

Description:

1. It would be great if I get onsite opportunity to enhance my skills and to interact with clients.
2. I really have a strong desire to work on an International project and is ready to go to Onsite as per business requirement and Company Standards.

Employee Mid-Year Assessment:

Currently I am just focusing on my self development and skills so that if there is any requirement to go to international platform for business purpose, I can meet the expectations of the Client as well as my Organization.

Employee Year-End Assessment:

Overall Mid-Year Assessment

Your assessment should reflect compliance with our Code of Business Ethics and other Group policies, and demonstrate behaviours in line with the Group's values

Overall Mid-Year Assessment

Employee Mid-Year Assessment:

1. I have learnt and worked in our project and learned many things related to technical and functional aspects.
2. Got training on new technologies which will be useful in our project in future to make it more reliable and cost effective.
3. Attended many KT sessions regarding the new projects going to be developed in our project.
4. I am attending daily meeting call with onsite without fail.
5. Given production-support in our team during the production install and able to manage and fix the issues raised during the install.
6. Got Appreciation from Client/Onsite for timely delivery and successful installation of project.
7. Having a great experience and gaining more knowledge and skills in working in the project.
8. Have good communication and healthy environment with team mates.
9. Got good support from team technically as well as personally.
10. Working in the project gives me an opportunity to improve myself in technical knowledge.
11. And from my side I have tried my best to complete the task given to me in the given time and at the same time learnt many technical and functional things.

Reviewer Mid-Year Assessment:

Ok. Good. Keep it Up

Overall Year-End Assessment

Your assessment should reflect compliance with our Code of Business Ethics and other Group policies, and demonstrate behaviours in line with the Group's values

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Overall Year-End Assessment

Employee Year-End Assessment:

Ratings