



# Gabriella

## WHITE

### 2Q2022 Quarterly Conversation

Review Period 2/14/2022 - 5/15/2022



#### REVIEWER

Cather Cheese (Manager)

#### Justin Pope

Software Developer  
Position

Cather Cheese  
Manager

## 2022 Core Values

### Rating Scale

Score	Rating	Description
5	5 - Exceeds Expectations	Is self-directed, works independently with minimal coaching, routinely performs well beyond maximum level of proficiency or competence, consistently exceeds performance expectations in quality and timeliness
4	4 - Meets and Sometimes Exceeds Expectations	Frequently exceeds or performs at expectation, occasionally surpasses maximum level of proficiency or competence, quality and timeliness, requires occasional direction or coaching
3	3 - Meets Expectations	Produces acceptable work products, performs at expected level of proficiency or competence and timeliness, requires some direction and coaching, may need help assigning the correct priorities and determining right course of action
2	2 - Needs Improvement	Performance is usually at or meets job requirements, however the need for further development and improvement is clear, requires more than normal time to coach and correct work, either does not complete assignments, or completes assignments, but cannot be relied upon to complete them with acceptable quality, on time and/or without significant rework
1	1 - Does Not Meet Expectations	Developmental approaches have been utilized without success, employee is either unwilling or unable to do the job, performance must significantly and immediately improve with sustained and continuous improvement

**Dedication - We are passionate and committed to our work. We go above and beyond and do whatever it takes to exceed customer expectations. Related Fundamentals: (1) Provide a genuine and warm greeting, (3) Furnish the customer (or coworker) with a solution, (12) Do what is best for the customer (or coworker), (23) Invest in relationships and (24) Do Whatever It Takes**

Reviewer	Rating
Justin Pope ( Self )	3 - 3 - Meets Expectations
Cather Cheese ( Manager )	4 - 4 - Meets and Sometimes Exceeds Expectations

**Enthusiasm - We have a positive attitude. We look forward to the opportunities that each new day presents us. Related Fundamentals: (6) Stay true to the brand, (7) Create a distinct and compelling experience, (8) Innovate without fear and (10) Be the expert**

Reviewer	Rating
Justin Pope ( Self )	4 - 4 - Meets and Sometimes Exceeds Expectations
Cather Cheese ( Manager )	4 - 4 - Meets and Sometimes Exceeds Expectations

**Synergy - We believe in the power of teamwork. We embrace diversity and believe combined contributions create greater team success. Related Fundamentals: (4) Build a trusting relationship, (15) Assume positive intent, (16) Show meaningful appreciation, (17) Treat each other like family, (18) Listen generously, (19) Practice blameless problem solving, (22) Think team first and (30) Keep things fun.**

Reviewer	Rating
Justin Pope ( Self )	4 - 4 - Meets and Sometimes Exceeds Expectations
Cather Cheese ( Manager )	4 - 4 - Meets and Sometimes Exceeds Expectations

**Integrity - We believe in humility, honor, trustworthiness, fiscal responsibility and doing right by God. We only discuss company issues with those that can help solve the issue. Related Fundamentals: (9) Think Safe Work Safe, (20) Honor commitments, (21) Speak courageously, (28) Avoid surprises and (29) Act with integrity.**

Reviewer	Rating
Justin Pope ( Self )	4 - 4 - Meets and Sometimes Exceeds Expectations
Cather Cheese ( Manager )	3 - 3 - Meets Expectations

**Goal-Oriented - We get the future we plan for. We believe in striving for and delivering exceptional results. Related Fundamentals: (5) Make quality personal, (11) Get clear on expectations, (13) Pay attention to the details, (26) Think and act like an owner and (27) Get the future you plan for.**

Reviewer	Rating
Justin Pope ( Self )	4 - 4 - Meets and Sometimes Exceeds Expectations
Cather Cheese ( Manager )	4 - 4 - Meets and Sometimes Exceeds Expectations

**Nimble - We are flexible, embrace change and move at a swift pace. We react quickly to ever-changing market demands. Related Fundamentals: (2) Identify the opportunity, (14) Be a fanatic about response time and (25) Be relentless about improvement.**

Reviewer	Rating
Justin Pope ( Self )	3 - 3 - Meets Expectations
Cather Cheese ( Manager )	4 - 4 - Meets and Sometimes Exceeds Expectations

## 2022 Roles and Metrics

### Rating Scale

Score	Rating	Description
5	5 - Exceeds Expectations	Is self-directed, works independently with minimal coaching,

		routinely performs well beyond maximum level of proficiency or competence, consistently exceeds performance expectations in quality, timeliness and quality of work completed
4	4 - Meets and Sometimes Exceeds Expectations	Frequently exceeds or performs at expectation, occasionally surpasses maximum level of proficiency or competence, quality and timeliness, requires occasional direction or coaching
3	3 - Meets Expectations	Produces acceptable work products, performs at expected level of proficiency or competence and timeliness, requires some direction and coaching, may need help assigning the correct priorities and determining right course of action
2	2 - Needs Improvement	Performance is usually at or meets job requirements, however the need for further development and improvement is clear, requires more than normal time to coach and correct work, either does not complete assignments, or completes assignments, but cannot be relied upon to complete them with acceptable quality, on time and/or without significant rework
1	1 - Does Not Meet Expectations	Developmental approaches have been utilized without success, employee is either unwilling or unable to do the job, performance must significantly and immediately improve with sustained and continuous improvement

### Roles - Rate your performance for the review period.

Reviewer	Rating
<b>Justin Pope ( Self )</b>	4 - 4 - Meets and Sometimes Exceeds Expectations
<b>Cather Cheese ( Manager )</b>	4 - 4 - Meets and Sometimes Exceeds Expectations

#### Comments

##### **Justin Pope ( Self ) :**

I currently don't have any roles listed on the Accountability chart. I have been able to complete serveral tickets and learn processes that will be my primary job responsibility.

I have also meet the challenge for the Split Shipping project.

I believe that I am meeting expectations and will be able to fully grasp my role in the coming quarter.

##### **Cather Cheese ( Manager ) :**

- Development of custom software and integrations
- Support of existing applications and integrations
- Documenting software and integrations

### Metrics - Rate your performance for the review period.

Reviewer	Rating
<b>Justin Pope ( Self )</b>	3 - 3 - Meets Expectations
<b>Cather Cheese ( Manager )</b>	3 - 3 - Meets Expectations

### Comments

**Justin Pope ( Self ) :**

I have not been assigned Metrics yet.

I'll be able to meet this in the following quarter.

**Cather Cheese ( Manager ) :**

NO metric new employee, we discussed metric for next quarter

## 2022 Rocks

### Rating Scale

Score	Rating	Description
5	5 - Exceeds Expectations	Is self-directed, works independently with minimal coaching, routinely performs well beyond maximum level of proficiency or competence, consistently exceeds performance expectations in quality and timeliness
4	4 - Meets and Sometimes Exceeds Expectations	Frequently exceeds or performs at expectation, occasionally surpasses maximum level of proficiency or competence, quality and timeliness, requires occasional direction or coaching
3	3 - Meets Expectations	Produces acceptable work products, performs at expected level of proficiency or competence and timeliness, requires some direction and coaching, may need help assigning the correct priorities and determining right course of action
2	2 - Needs Improvement	Performance is usually at or meets job requirements, however the need for further development and improvement is clear, requires more than normal time to coach and correct work, either does not complete assignments, or completes assignments, but cannot be relied upon to complete them with acceptable quality, on time and/or without significant rework
1	1 - Does Not Meet Expectations	Developmental approaches have been utilized without success, employee is either unwilling or unable to do the job, performance must significantly and immediately improve with sustained and continuous improvement

**Rate your overall rock performance for the time period. If you have no Rocks assigned, select Meets Expectations.**

Reviewer	Rating
<b>Justin Pope ( Self )</b>	3 - 3 - Meets Expectations
<b>Cather Cheese ( Manager )</b>	3 - 3 - Meets Expectations

### Comments

**Justin Pope ( Self ) :**

No Rocks were given to me this quarter. Rocks will be assigned next quarter.

**Cather Cheese ( Manager ) :**

No ROCKS, new employee

## 2022 Performance Summary

**Strengths and Key Accomplishments - examples of achievements from the review period such as WIT moments, committee involvement, additional projects, cross-functional team assistance, new skills learned, your reasons to celebrate in the review period**

### Comments

**Justin Pope ( Self ) :**

Most of the work that I have done in this quarter was learning the different processes that I will need to know.

Processes:

1) eCat export 2) Sugar export 3) Syspro Service and Business Object APIs

**Cather Cheese ( Manager ) :**

Very strong developer and excellent analytical skills.

Key Accomplishments --- Freight and Surcharge splitting.

**Do you Get It, Want It, and Have the Capacity to Do It? Does the employee understand the responsibilities of the position, the culture, the systems, the pace, how the job comes together, and possess the aptitude, natural ability and understanding of the ins and outs of the job? Does the employee genuinely like the position, appreciate working for the company in the position and sincerely want to do the duties required of the position? Does the employee have the time as well as the mental, physical and emotional capacity to do the job well, with or without reasonable accommodation?**

### Comments

**Justin Pope ( Self ) :**

**Get It:** I am still getting familiar with the company processes and what my position is responsible for.

**Want It:** I do want this. The company is showing care and effort for the individual employee. I value and appreciate that the company is doing this. I want to be able to be a valuable member of the group here at Gabriella White.

**Have the Capacity to Do It:** I am still on the learning curve and still getting to know the company and people here, but I am more than willing and able to do the job that is required.

**Cather Cheese ( Manager ) :**

Yes Justin has learned the business quickly, He is passion about his job, he has the abiltiy to do it.

**Plan to get on track - reflect on what did not go as planned and how you intend on getting these items back on track. i.e., rocks, other projects, attendance issues, organization, communication, production or quality results. Provide ideas, tools and/or resources to address these issues for improvement and be SMART in providing the plan to improve.**

#### Comments

**Justin Pope ( Self ) :**

The Freight and Surcharge Split Ship project was not handled with great efficiency. I believe I can do better with managing communications with stakeholders.

**Cather Cheese ( Manager ) :**

Focus on ROCKS, Talend training/learning, take a digger dive into Sugar.

**Growth and Development – specific areas where growth and development can be increased to improve performance and provide progression in current position or future career pathing - i.e., additional training such as an LMS course, a certification or license, cross-training or professional development course, etc.**

#### Comments

**Justin Pope ( Self ) :**

I can continue learning the IT processes to support the business.

**Cather Cheese ( Manager ) :**

Continue to learn the business

## Summary

### Overall Rating

#### 2Q2022 Quarterly Conversation

Justin Pope

### 3 - Meets Expectations

	Self Review	Supervisor Review, Discussion, and Acknowledgement
2022 Core Values	3.7 / 5.0 4 - Meets and Sometimes Exceeds Expectations	3.8 / 5.0 4 - Meets and Sometimes Exceeds Expectations
2022 Roles and Metrics	3.8 / 5.0 4 - Meets and Sometimes Exceeds Expectations	3.8 / 5.0 4 - Meets and Sometimes Exceeds Expectations

2022 Rocks	3.0 / 5.0 3 - Meets Expectations	3.0 / 5.0 3 - Meets Expectations
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2022 Performance Summary	N/A	N/A
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Overall	3.6 / 5.0 3 - Meets Expectations	3.6 / 5.0 3 - Meets Expectations
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## Acknowledgement

X Cather Cheese  
Supervisor

6/6/2022  
Date

### Comments

**Cather Cheese ( Manager ) :**  
Overall doing a great job!