Year-End Review Form – Fresher 2024-2025 for Ragam Ravi Teja

Employee Information

First Name	Ragam	Last Name	Ravi Teja
BU	DCX ACIS (1BB0489)	GBU	3GB-DCX-IN (3GBDCXIN)
Hire Date	22/12/2022	Global Grade	A (A)
SBU	DCX (1BS29)	Local Grade	

Introduction

Capgemini supports you in your personal growth and aims for you to #GETTHEFUTUREYOUWANT.

You are engaging in continuous development activities and conversations with your People Manager and peers, aimed at providing you guidance and opportunities for you to progress.

This process is designed to capture all elements (priorities, feedback, development activities, aspirations and challenges) that you have been exchanging with your People Manager, in one simple form. At the end of this process, you and your People Manager can identify whether there should be any changes to priorities.

If you have any questions or concerns relating to this process, you can contact your People Manager, your HR Business Partner or easily obtain more information on the People Experience intranet.

Priorities-2024

This section is for evaluating the individual priorities that you have agreed with your People Manager at the beginning of the year and that you kept up-to-date through regular Check-Ins throughout the year.
These priorities include achievements and contributions from your assignments. You are strongly encouraged to evidence progress and achievements against your development priorities. The balance between performing in business and constantly progressing is at the heart of what defines success at Capgemini.

Assignment

Area: Financial, KPI: Production loss, Description: Resource Utilization, Ownership: self	On Track

Priority Details

Priority	Area: Financial, KPI: Production loss, Description: Resource Utilization, Ownership: self	Weight	5.0%
Status	On Track		

Assignment

Area: Financial, KPI: On time monthly closure, Description: On time submission of timesheets and forecasting	On Track

Priority Details

Priority	Area: Financial, KPI: On time monthly closure, Description: On time submission of timesheets and forecasting	Weight	0.0%
Status	On Track		

Development

Area: Delivery & Transformation, KPI: Innovation, Description: Innovative ideas - Technical/process/operational-Participate in new Innovative ideas	On Track

from Seniors in the team, On time delivery of Internal Projects

Priority Details

Priority	Area: Delivery & Transformation, KPI: Innovation, Description: Innovative ideas - Technical/process/operational- Participate in new Innovative ideas from Seniors in the team, On time delivery of Internal Projects	Weight	3.0%
Status	On Track		

Development

Area: Delivery & Transformation, KPI: Automation Best Practises, Desription: Best practises on Coding standards, Maintaining unit test case document, Folowing TDD approach wheerever applicable, Updating relevant comments in all the stories at all the times.

On Track

Priority Details

Priority	Area: Delivery & Transformation, KPI: Automation Best Practises, Desription: Best practises on Coding standards, Maintaining unit test case document, Folowing TDD approach wheerever applicable, Updating relevant comments in all the stories at all the times.	Weight	5.0%
Status	On Track		

Development

Area: Delivery & Transformation, KPI: Incident Reduction/For Project = Quality , budget on time, Description: On time & on budget delivery of projects, Support and co-ordinate with team members and helping resources to complete their work on time wherever applicable.

On Track

Priority Details

Priority	Area: Delivery & Transformation, KPI: Incident Reduction/For Project = Quality , budget on time, Description: On time & on budget delivery of projects, Support and co-ordinate with team members and helping resources to complete their work on time wherever applicable.	Weight	40.0%
Status	On Track		

Development

Area: Operational, KPI: OTACE, Description: On Time and At Client Expectation

On Track

Priority Details

Priority	Area: Operational, KPI: OTACE, Description: On Time and At Client Expectation	Weight	5.0%
Status	On Track		

Development

Area: Operational, KPI: Succession plan, Description: Succession plan for all key and critical resources. Make a plan and request for the support required

On Track

Priority Details

Priority	Area: Operational, KPI: Succession plan, Description: Succession plan for all key and critical resources. Make a plan and request for the support required	Weight	10.0%
Status	On Track		

Development

Area: People, KPI: Develop/upgrade technical skill/competency, Description: Training session to others in the team on newly acquired skill and also to cross train.

<div style="text-align:right">On Track</div>

Priority Details

Priority	Area: People, KPI: Develop/upgrade technical skill/competency, Description: Training session to others in the team on newly acquired skill and also to cross train.	Weight	10.0%
Status	On Track		

Development

Area: People, KPI: Develop and Mentor Juniors, with Avg. utilization > 70%, Description: Succession plan for all key and critical resources.
Make a plan and request for the support required

<div style="text-align:right">On Track</div>

Priority Details

Priority	Area: People, KPI: Develop and Mentor Juniors, with Avg. utilization > 70%, Description: Succession plan for all key and critical resources. Make a plan and request for the support required	Weight	10.0%
Status	On Track		

Development

Area: People, KPI: Capgemini Internal Particiapation in activities, Description: Participating in CSR activities at org level, team level activities like potluck etc

<div style="text-align:right">On Track</div>

Priority Details

Priority	Area: People, KPI: Capgemini Internal Particiapation in activities, Description: Participating in CSR activities at org level, team level activities like potluck etc	Weight	7.0%
Status	On Track		

Business

- SELF: Training Hours> 40 hrs. (Technical / Functional)
- Technology Certification- As per domain guidance (1 per Qtr)
Industry certification - at least L1 certification
Sustainability & GenAI Awareness training

<div style="text-align:right">Completed</div>

Achievements

07/06/2024	PL-100: Microsoft Certified: Power Platform App Maker Associate
03/06/2024	L1 Certification
06/04/2024	PL-300: Microsoft Certified: Power BI Data Analyst Associate

Priority Details

Priority	- SELF: Training Hours> 40 hrs. (Technical / Functional) - Technology Certification- As per domain guidance (1 per Qtr) Industry certification - at least L1 certification Sustainability & GenAI Awareness training	Weight	2.0%
Status	Completed		

Business

- QOD: Quality of deliverables measured by:
No stakeholder escalations
Defect Density
- Quality of documentation - Stakeholder feedback
- OTD: Prepare, Maintain, Update the required documents within defined timelines
- Policy Compliance : 100% Compliance to Engagement/Organizational/ Local and Group Polices/ Standards /Processes/core values
- Self Utilization (ARVE) >75%,Zero MTS,Self Utilization (URVE) >60%

On Track

Priority Details

Priority	- QOD: Quality of deliverables measured by: No stakeholder escalations Defect Density - Quality of documentation - Stakeholder feedback - OTD: Prepare, Maintain, Update the required documents within defined timelines - Policy Compliance : 100% Compliance to Engagement/Organizational/ Local and Group Polices/ Standards /Processes/core values - Self Utilization (ARVE) >75%,Zero MTS,Self Utilization (URVE) >60%	Weight	3.0%
Status	On Track		

Priorities-2025

This section is for evaluating the individual priorities that you have agreed with your People Manager at the beginning of the year and that you kept up-to-date through regular Check-Ins throughout the year.
These priorities include achievements and contributions from your assignments. You are strongly encouraged to evidence progress and achievements against your development priorities. The balance between performing in business and constantly progressing is at the heart of what defines success at Capgemini.

Assignment

Area: Delivery & Transformation, KPI: Innovation, Description: Innovative ideas - Technical/process/operational-Participate in new Innovative ideas from Seniors in the team, On time delivery of Internal Projects, Ownership: participate

On Track

Priority Details

Priority	Area: Delivery & Transformation, KPI: Innovation, Description: Innovative ideas - Technical/process/operational- Participate in new Innovative ideas from Seniors in the team, On time delivery of Internal Projects, Ownership: participate	Weight	5.0%
Status	On Track		

Assignment

Area: Delivery & Transformation, KPI: Best Practices, Description: Best practices on Coding standards, Maintaining unit test case document,

On Track

Following TDD approach wherever applicable, Updating relevant comments in all the stories at all the times, Ownership: participate.

Priority Details

Priority	Area: Delivery & Transformation, KPI: Best Practices, Description: Best practices on Coding standards, Maintaining unit test case document, Following TDD approach wherever applicable, Updating relevant comments in all the stories at all the times, Ownership: participate.	Weight	5.0%
Status	On Track		

Assignment
Area: Delivery & Transformation, KPI: Incident Reduction/For Project = Quality , budget on time, Description: On time & on budget delivery of projects, Support and co-ordinate with team members and helping resources to complete their work on time wherever applicable, Ownership: self and team.

On Track

Priority Details

Priority	Area: Delivery & Transformation, KPI: Incident Reduction/For Project = Quality , budget on time, Description: On time & on budget delivery of projects, Support and co-ordinate with team members and helping resources to complete their work on time wherever applicable, Ownership: self and team.	Weight	40.0%
Status	On Track		

Assignment
Area: Delivery & Transformation, KPI: Successor plan, Description: Successor plan for all key and critical resources.
Make a plan and request for the support required, Ownership: self.

On Track

Priority Details

Priority	Area: Delivery & Transformation, KPI: Successor plan, Description: Successor plan for all key and critical resources.
Make a plan and request for the support required, Ownership: self.	Weight	5.0%
Status	On Track		

Assignment
Area: Delivery & Transformation, KPI: On time monthly closure, Description: On time submission of timesheets and forecasting, Ownership: self.

On Track

Priority Details

Priority	Area: Delivery & Transformation, KPI: On time monthly closure, Description: On time submission of timesheets and forecasting, Ownership: self.	Weight	5.0%
Status	On Track		

Assignment
Area: Delivery & Transformation, KPI: Client escalation, Description: Defects leakage to production <2, Ownership: self and team.

On Track

Priority Details

Priority	Area: Delivery & Transformation, KPI: Client escalation, Description: Defects leakage to production <2, Ownership: self and team.	Weight	5.0%
Status	On Track		

Development	
Area: People, KPI: Develop and Mentor Juniors, with Avg. utilization > 70%, Description: Succession plan for all key and critical resources. Make a plan and request for the support required, Ownership: self.	On Track

Priority Details

Priority	Area: People, KPI: Develop and Mentor Juniors, with Avg. utilization > 70%, Description: Succession plan for all key and critical resources. Make a plan and request for the support required, Ownership: self.	Weight	0.0%
Status	On Track		

Development	
Area: People, KPI: Attain Relevant Certification, Description: At least 1 relevant certification need to be acquired, Ownership: self.	On Track

Priority Details

Priority	Area: People, KPI: Attain Relevant Certification, Description: At least 1 relevant certification need to be acquired, Ownership: self.	Weight	
Status	On Track		

Development	
Area: People, KPI: Capgemini Internal Participation in activities, Description: Participating in CSR activities at org level, team level activities etc, Ownership: self.	On Track

Priority Details

Priority	Area: People, KPI: Capgemini Internal Participation in activities, Description: Participating in CSR activities at org level, team level activities etc, Ownership: self.	Weight	5.0%
Status	On Track		

Development	
Area: People, KPI: Develop/upgrade technical skill/competency, Description: Training session to others in the team on newly acquired skill and also to cross train, Ownership: self.	On Track

Priority Details

Priority	Area: People, KPI: Develop/upgrade technical skill/competency, Description: Training session to others in the team on newly acquired skill and also to cross train, Ownership: self.	Weight	20.0%
Status	On Track		

Development	
- Certifications / Training - On any DCX Technology areas	Not

- Contribution to Innovation, Automation ideas
- Contribution to Organization level initiatives - viz. Sustainability, Hackathons, CSR activities
- L1 Industry certification
- Sustainability traning & GenAI Awareness certification and deployment on project

| | | Started |

Priority Details

| Priority | - Certifications / Training - On any DCX Technology areas
- Contribution to Innovation, Automation ideas
- Contribution to Organization level initiatives - viz. Sustainability, Hackathons, CSR activities
- L1 Industry certification
- Sustainability traning & GenAI Awareness certification and deployment on project | Weight | 20.0% |
| Status | Not Started | | |

Business
Area: Financial, KPI: Utilization loss, Description: Resource Utilization, Ownership: self

| | | On Track |

Priority Details

| Priority | Area: Financial, KPI: Utilization loss, Description: Resource Utilization, Ownership: self | Weight | 5.0% |
| Status | On Track | | |

Business
Area: Operational, KPI: OTACE, Description: On Time and At Client Expectation, Ownership: self and team

| | | On Track |

Priority Details

| Priority | Area: Operational, KPI: OTACE, Description: On Time and At Client Expectation, Ownership: self and team | Weight | 5.0% |
| Status | On Track | | |

Business
- SELF: Training Hours> 40 hrs. (Technical / Functional)
- Technology Certification- As per domain guidance (1 per Qtr)
- 100% compliance to hybrid working guidelines

| | | Not Started |

Priority Details

| Priority | - SELF: Training Hours> 40 hrs. (Technical / Functional)
- Technology Certification- As per domain guidance (1 per Qtr)
- 100% compliance to hybrid working guidelines | Weight | 20.0% |
| Status | Not Started | | |

Business
- QOD: Quality of deliverables measured by:
- No stakeholder escalations
- Defect Density
- Quality of documentation - Stakeholder feedback
- OTD: Prepare, Maintain, Update the required documents within defined timelines

| | | Not Started |

- Policy Compliance : 100% Compliance to Engagement/Organizational/ Local and Group Polices/ Standards /Processes/core values
- Self Utilization (ARVE) >80%,Zero MTS,Self Utilization (URVE) >60%

Priority Details

Priority		Weight	
Priority	- QOD: Quality of deliverables measured by: - No stakeholder escalations - Defect Density - Quality of documentation - Stakeholder feedback - OTD: Prepare, Maintain, Update the required documents within defined timelines - Policy Compliance : 100% Compliance to Engagement/Organizational/ Local and Group Polices/ Standards /Processes/core values - Self Utilization (ARVE) >80%,Zero MTS,Self Utilization (URVE) >60%	Weight	30.0%
Status	Not Started		

Overall Comments on Priorities

Employee Comments

This year, my priorities centered around enhancing my technical skills, particularly within the Microsoft Power Platform and achieving certifications such as PL-100 and PL-300. I focused on delivering high-quality results on time, driving innovation and contributing to the success of projects. Additionally, I mentored junior team members, helping them grow while fostering a collaborative team environment. My efforts have been aligned with both personal growth and the overall success of the team.

People Manager Comments

Delivery Ownership	Technical Capability	Communication Skills	Resource Availability	Teamwork	Leadership Skill	Client Appreciation	Awards	Escalation (If Any)	Overall Impression	Improvement Areas	Initiatives Taken
Takes ownership to deliver the assigned tasks on time	He has good technical understanding and approach	He needs to improve communication skills.	He is available whenever needed	He helps other teammates, but he needs to expand his capabilities in other areas too	He needs to be proactive when comes to prioritize the use cases and work on his communication skills .	He could get through client interview with the demonstration of the work delivered in Internal team & has received appreciation in Coupa chatbot which has been one of the most important deliverables in Corp. Client has gained confidence in his capabilities in copilot .	No		Overall, he has shown great technical capabilities, always available to take up challenges in chatbot and work to get that sorted in best possible way.	He needs to improve on his communication skills and start owning up in other areas apart from copilot and dashboard	He has done fantastic work in Coupa chatbot implementation and it's integration with SNOW.	

Validation

People Manager Comments

☑ I confirm I had a conversation with my Employee on their performance and development this year

Ravi is an excellent resource with vast knowledge in power platform areas. Wish you all the best Ravi. Keep up the good work.

Final Reflections on the Year - Skills Maturity

Given your review of skills maturity, please answer the following two questions:

Click here for Assessment scale

What level of overall skills maturity is being demonstrated? Expert

What level of leadership skills maturity is being demonstrated? Proficient

We recommend that the Capgemini Leadership Vision should be considered as guidance to all People Managers when they assess the Leadership Skills Maturity of their Team Members. While some Team Members might be in roles where they are expected to lead others, some other Team Members might only be expected to lead themselves. Please refer to the Capgemini Leadership Vision as a guide for assessing Leadership Skills Maturity of your Team Members.

Overall Comments on Skills Maturity

Employee Comment: What level of overall skills maturity is being demonstrated?	This year, I have demonstrated a high level of skills maturity by expanding my expertise across the Microsoft Power Platform—including Power Apps, Power Automate, Power BI, Power Pages, Copilot Studio and Power Query. I further enhanced my technical depth with certifications such as PL-100 and PL-300, which have equipped me to handle complex challenges and deliver efficient solutions. My ability to apply these skills to real-world projects, coupled with a proactive approach to learning, reflects my growing technical maturity.
Employee Comment: What level of overall leadership skills maturity is being demonstrated?	I have demonstrated significant growth in leadership skills this year, particularly in mentoring junior team members. I have actively taken on responsibilities for guiding and supporting a fresher, providing feedback and fostering a collaborative environment. My leadership maturity has also been reflected in my ability to independently manage tasks, drive innovation and contribute to the overall success of projects. Additionally, the recognition through the Rising Star award further validates my leadership potential and growth within the team.
People Manager Comments	Ravi has Very strong technical knowledge on power platform. Works well with team. cooperative attitude. Need to take more proactive initiatives, mentorships to juniors and want to see decision making and leadership role in future. Target to complete the PL600 certificate. Build up use case on Gen AI and show case at organization level.

Final Reflections - In Year Contribution

Given your review of contribution this year, please answer the following question:

What is the Overall level of contribution this year?

Exceptional

Overall Comments on In Year Contribution

Employee Comments	This year, I have made substantial contributions through the timely delivery of high-quality work, driving innovation and supporting team development. My technical skills in Power Platform were key in delivering impactful solutions and I consistently met project deadlines while adhering to best practices. My Rising Star award further highlights the value of my contributions and the impact I've had within the organization.
People Manager Comments	Ravi needs to improve in communication skills. Should more communicate with his peers, come up with Innovative ideas. Contribute to the Practice. create Reusable components. Showcase use case on Gen AI, certified on PL600. Appreciate your contribution. Wish you all the best !

Other Managers Comments