

Employee Performance System

Abstract

Managers of a particular team always want to rate their subordinates based on their performance. Employee performance and recognition system will allow managers to achieve this task in more convenient manner. It will help managers to rate and give points for working employees which can help them to make their search process easier for best available one. Rating can be performed on various parameters like availability, responsiveness, targets achieved which were given to them and much more. This rating will be used for employees which can help them to get promotions, extra bonus, incentives, and tour packages and to assign challenging tasks for their new upcoming projects. While preparing final report, all data can be accessed from centralized database thus no chances of redundancy and inaccuracy. All core committee members will be able to get same information across different tables which will help them to make their final report.

Existing System

Existing system uses pen and paper to rate their working employees. Different forms need to be printed for different working environment and to check various parameters of an employee. Thus extra burden is given to the managers which sometimes creates difficulties to figure out the problems and select the right one. For carrying out any mathematical operation of selected data, it needs time and extra work to present the requested output.

Drawbacks

1. It's very difficult to maintain rating database information using paper sheet and extra cost involved in storing at safe place.
2. Managers do not able to make comparison between working members based on their ratings.
3. Extra manpower and time involved to prepare the final report.
4. Security threat for the employee's data and chances of redundant data.
5. Difficulties in preparing graphical report and make future analysis.

Proposed System

As employees need to work on different projects at different locations. So to make a flexible system, this web application can be accessed from any location. Thus wherever they are working, their supervisor will be able to feed data using common pattern which will be saved in central database. Using the power of graphical query builder, database will be accessed from centralized location and required operation can be easily performed within few seconds. Now it will be easy with integrated CMS system to build graphical reports for future planning like providing trainings, identifying weak points, growth rate etc.

Benefits

1. Only authorized person will be able to access these type of secured data and make necessary operations as per requirement.
2. Processing time reduced and fast availability of results as compared to manual system.
3. Using built in features, requested data can be sent from one person to another through proper communication channel.
4. It's by default system will be able to display the results in either ascending or descending order by taking rating data as input.
5. Easy accessible through GUI based web application.
6. Facility of making correction and re-rating feature by the authorized person.

Modules

1. Admin.
2. Evaluator.
3. Employee

Employee: -

It's the person who will be rated based on their performance. To work on this, their data need to be entered once and can be made available any time. Employees will be able to get their rating status by using their profile view.

Evaluator: -

The manager who will be responsible to rate the employees on various parameters such as time, quality, sincerity will be the high-level administrative person who will check the reports and make their final decision. Even reviewer can have direct contact with employee and re-rate the rating based on the performance level.

Admin:-

It's the user who will be responsible for maintaining the data in the database. If needed can make query using sql language.