Employee performance review

NajSoft

EMP DETAILS

Objective1:Innovation

Focus on innovation bring in new ideas to existing delivery	1	0
Improvise on existing deliverables and Create enhancements to existing delivery.	2	0
Focus on new tools. Need to have tools to automate time consuming processes, repetitive tasks	3	0

Objective2:Quality

Leads to proactively participate in Critical running issues and advice and work closely with the team and management drive towards resolution.	4	0
As we grow and deliver in other areas, Existing delivery must be kept intact.	5	0

Objective3:Delivery Excellence		
Actively participate in Project issues, conferences & providing a clear action plan for resolution of issues.	3	0
Follow the best practices in the team environment & Standard escalation process.	4	0
Develop the tools which can diagnose the critical issues.	4	0
Objective4:Competency Building		
Identify Certification Programs to validate your up skilling effort.	5	0
Contributions to skills development communities by actively participating in internal trainings, webinars, forums	3	0
Follow Train the trainer model to share your knowledge upskill peers in your team	5	0
Objective5:Contribute to Growth & Margins		
More Contribution towards Project delivery growth by participating in new services /enhancement of existing delivery/on sites	5	0
Ability to participate OR lead new services	2	0
Cost vs. quality trade-off : Reduced cost without compromising Quality.	3	0
Availability & Accountability	4	0
Improved utilization YoY and reduction in unplanned absence.	4	0
Following internal processes agreed upon on Timings, Leave planning, Trainings by giving advance notice for trainings & 60 days for long leaves, so that delivery is not impacted.	1	0
Handing over assignments while going on leaves.	3	0
Share operational metrics with team members, management and all other stakeholders.	3	0