

2023 SEASONAL REVIEW

Employee Name	[Redacted]		
Year Hired	2023		
Department	Recreation Attendant		
Reviewed By	[Signature]		
Date	August 1, 2023		
Last Day Worked			
Attendance & Punctuality	Excellent	Good	Fair
Dress Code	✓		
(Appearance/Grooming)			
Attitude/Team Spirit		✓	
Communication			✓
Concentration/Follow-Up		✓	
Customer Service			
Interaction with Others (Team Members/Supervisors)			✓
Initiative			✓
Follows Directions			✓
Quality of Work			✓
(Productivity/Efficiency)			✓
Competency with assigned equipment & materials			✓
Other -			
Other -			

Employee Signature _____
Date _____

Employee Comments:

The performance rating definitions are:

Excellent: Exceeds expectations/goals of the position.
Good: Conforms to the performance standards/goals of the position.
Fair: Marginal, meeting only minimal expectations/goals of the position.
Poor: Below standards, expectations, unacceptable, improvement required.

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Date 08/01/2023

Supervisor Signature _____

Supervisor Comments:

Layla was told to stay off her phone multiple times, we received complaints from patrons that the toilet paper, the soap were empty while she was on her phone and told us everything was checked, but it wasn't. She did not work well with the other bathroom attendant.

*For a rating of Poor, please give an explanation:

We have not had her come to work multiple times without calling to inform that she wouldn't make it in due to an illness. We had to call her and that's when she said she wasn't feeling well. That was on July 24, 2023. I have not heard from her since then, and I tended to ask if she's ok, but with no response.

2023 SEASONAL REVIEW

Employee Name	Date	Last Day Worked	Department	Year Hired
[Redacted]	August 1, 2023	September 4, 2023	Recreation Attendance	2023
		Reviewed By [Signature] 12-13-23		
			Excellent	Good
Attendance & Punctuality	✓		Poor	Fair
Dress Code	✓			
(Appearance/Grooming)	✓			
Attitude/Team Spirit	✓			
Communication	✓			
Concentration/Follow-Up	✓			
Customer Service	✓			
Interaction with Others (Team Members/Supervisors)	✓			
Initiative				
Follows Directions	✓			
Quality of Work	✓			
(Productivity/Efficiency)				
Competency with assigned equipment & materials	✓			
Other -				
Other -				

Employee Comments:

Employee Signature

Date _____

The performance rating definitions are:

Excellent:

Good: Conforms to the performance standards/goals of the post

Fair: Marginal, meeting only minimal expectations/goals of the position

Poor: Below standards, expectations, unacceptable, improvement required.

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Supervisor Signature _____

Date _____

08/01/2023

Supervisor Comments:

Santiago started later than majority of the staff and became a very reliable staff member. Supervisors and coworkers call him several times a day for transition, he's even made the end of the day announcements. Santiago takes corrections and applies them immediately and it shows in his performance.

*For a rating of Poor, please give an explanation:

Poor: Below standards, expectations, unacceptable, improvement required.

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Date

Supervisor Signature

Supervisor Comments:

Very good
has done a fantastic
job this summer and we are
looking forward to having him work with
us this winter.

*For a rating of Poor, please give an explanation:



2023 SEASONAL REVIEW

Employee Name	[Redacted]
Year Hired	[Redacted]
Department	Parks (MTC)
Reviewed By	Mr. Smith
Date	August 3, 2023
Last Day Worked	

Attendance & Punctuality	Excellent	Good	Fair	*Poor
Dress Code	✓			
(Appearance/Grooming)	✓			
Attitude/Team Spirit	✓			
Communication	✓			
Concentration/Follow-Up	✓			
Customer Service	✓			
Interaction with Others (Team Members/Supervisors)	✓			
Initiative	✓			
Follows Directions	✓			
Quality of Work (Productivity/Efficiency)	✓			
Competency with assigned equipment & materials	✓			
Other -				
Other -				

Employee Signature

Employee Comments:

The performance rating definitions are:

Excellent: Exceeds expectations/goals of the position.
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Poor: Below standards, expectations, unacceptable, improvement required.

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Date

Supervisor Signature

Supervisor Comments:

Jack is a team player,
always ready to work and has a great
attitude.

*For a rating of Poor, please give an explanation:

2023 SEASONAL REVIEW

Employee Name	[Redacted]	
Year Hired	2023	
Department	Parks (MICE)	
Date	August 3, 2023	
Last Day Worked	[Redacted]	
Reviewed By	[Signature]	

Attendance & Punctuality	Excellent	Good	Fair	Poor
Dress Code	✓			
(Appearance/Grooming)	✓			
Attitude/Team Spirit	✓			
Communication	✓			
Concentration/Follow-Up	✓			
Customer Service	✓			
Interaction with Others (Team Members/Supervisors)	✓			
Initiative	✓			
Follows Directions	✓			
Quality of Work (Productivity/Efficiency)	✓			
Competency with assigned equipment & materials	✓			
Other -				
Other -				

Employee Signature

[Redacted Signature]

Date

8/6/23

Employee Comments:

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Date

Supervisor Signature

Supervisor Comments:

Zach has an abbreviated
Schedule of one day a week.
the one day he has he is
an extremely employee

*For a rating of Poor, please give an explanation:

2023 SEASONAL REVIEW

[illegible]

Employee Comments:

Employee Signature

Date _____

The performance rating definitions are:

Excellent:

Exceptional, exceeds expectations/goals of the position.

Conforms to the performance standards/goals of the position.

Marginal, meeting only minimal expectations/goals of the position.

Below standards, expectations, unacceptable, improvement required.

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Supervisor Signature _____

Date _____

08/01/2023

Supervisor Comments:

Santiago started later than majority of the staff and became a very reliable staff member. Supervisors and coworkers call him several times a day for transition, he's even made the end of the day announcements. Santiago takes corrections and applies them immediately and it shows in his performance.

*For a rating of Poor, please give an explanation:

2023 SEASONAL REVIEW

Employee Name	Date	Year Hired	Department
[REDACTED]	August 1, 2023	September 4, 2023	Recreation Attendant
			Reviewed By <i>RJ</i>
Attendance & Punctuality	Excellent	Good	Poor
Dress Code	✓		
(Appearance/Grooming)	✓		
Attitude/Team Spirit	✓		
Communication	✓		
Concentration/Follow-Up	✓		
Customer Service	✓		
Interaction with Others (Team Members/Supervisors)	✓		
Initiative	✓		
Follows Directions	✓		
Quality of Work	✓		
(Productivity/Efficiency)	✓		
Competency with assigned equipment & materials	✓		
Other -			
Other -			

Employee Comments:

Employee Signature

Date 08/03/2023

The performance rating definitions are:

Excellent:	Exceptional, exceeds expectations/goals of the position.
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Date _____

08/01/2023

Supervisor Signature _____

Supervisor Comments:

Jayla started later in the season and has shown good initiative. She's been ready and willing to learn anything we show her. Though she is a little older than majority of the staff she interacts with everyone and makes everyone feel equal. Jayla is beginning to learn the supervisor's role in hopes of returning next year as a manager.

*For a rating of Poor, please give an explanation:

2023 SEASONAL REVIEW

Employee Name	[Redacted]	
Year Hired	2023	
Department	Recreation Attendant	
Date	August 1, 2023	Last Day Worked
Reviewed By	[Signature]	
Reviewed By	September 4, 2023	
Attendance & Punctuality	Excellent	Good
Dress Code	Excellent	Good
(Appearance/Grooming)	Excellent	Good
Attitude/Team Spirit	Excellent	Good
Communication	Excellent	Good
Concentration/Follow-Up	Excellent	Good
Customer Service	Excellent	Good
Interaction with Others (Team Members/Supervisors)	Excellent	Good
Initiative	Excellent	Good
Follows Directions	Excellent	Good
Quality of Work	Excellent	Good
(Productivity/Efficiency)	Excellent	Good
Competency with assigned equipment & materials	Excellent	Good
Other -		
Other -		

Employee Comments:

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Date 08/01/2023

Supervisor Signature

Supervisor Comments:

Cusku has demonstrated a great work ethic since he started working in May. He has taken training and being disciplined very well. he applies all corrections given to him and has improved his performance. Cusku just has to work on being a little less social with coworkers at inappropriate times.

*For a rating of Poor, please give an explanation:
