



**COMMUNITY HUB**  
Employee Performance Review

**EMPLOYEE INFORMATION**

Name	Stallene Quequist	Employee ID	
Job Title	HUB Coordinator	Date	Jan 31, 2020
Department	HUB Spring Board.	Manager	Chantelle Johnson
Review Period	August 2019 - January 31, 2020		

**RATINGS**

1 = Poor      2 = Fair      3 = Satisfactory      4 = Good      5 = Excellent

<b>Job Knowledge</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments	Great understanding of position title.				
<b>Work Quality</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Comments	handwriting - willingness all tasks of assign. - work on deadlines.				
<b>Attendance/Punctuality</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments	great. always know whereabouts.				
<b>Initiative</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments	Stallene goes way above what is asked of him always willing to help out.				
<b>Communication/Listening Skills</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments					
<b>Dependability</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Comments	There is nothing that I have asked of Stallene that he has not completed. Can always count on him.				
<b>Overall Rating</b> (average the rating numbers above)					

**EVALUATION**

ADDITIONAL COMMENTS

GOALS  
(as agreed upon by employee and manager)

Get Hub in all places needed. new places bring our numbers up.

**VERIFICATION OF REVIEW**

By signing this form, you confirm that you have discussed this review in detail with your supervisor. Signing this form does not necessarily indicate that you agree with this evaluation.

Employee Signature		Date	JAN 31, 2020
Manager Signature		Date	JAN 31, 2020