



Employee Performance Review Service Technician



Employee: _____

Supervisor: _____

Date: _____

Review Period: _____

Complete this review using the following scale:

1. Work is of excellent quality with minimum errors.
2. Work is of good quality with occasional errors.
3. Work is of fair quality with considerable errors.
4. Work is of poor quality with excessive errors and requires constant supervision.

Demonstrates required job skills and knowledge.

Works safely and promotes a culture of safety.

Uses tools and resources available in an effective manner.

Responds effectively to assigned responsibilities.

Meets attendance requirements.

Listens to direction from management.

Takes responsibility for actions.

Honors commitments.

Demonstrates problem solving skills.

Offers constructive suggestions for improvement.

Generates creative ideas and solutions.

Meets challenges head on.

Demonstrates innovative thinking.

Actively participates in the development of apprentices.

Maintains vehicle in a clean, organized, and efficient manner without direction.

Has developed a customer base and maintains relationships.



Employee Performance Review Service Technician



Effectively communicates with internal and external customers.

Provides complete and accurate work orders, timesheets, and other paperwork.

Performs work to the level of their classification.

Provides Field Proposals to customers.

Demonstrates an attitude of initiative and proactivity.

Comments:

Technician Comments:

Action Items:

1. _____

2. _____

3. _____

4. _____

5. _____

Territory Manager Signature: _____

Date: _____

Technician Signature: _____

Date: _____

Service Operations Manager Signature: _____

Date: _____