

## Evaluation Assesment - Maintenance & Operations

**NAME** Paul Thomas  
**EMP NO** 2920  
**JOB TITLE** Hvac Supervisor & Tech.



S.No	Descriptions	Type	Max Score	Achieved Score
1	Does the employee have skills and knowledge to met criteria for this position	Observable	10	9
2	Attendance and punctuality to the assigned work area	Measurable	5	5
3	Compliance and adhrness of Safety practice	Observable	5	4
4	Quality level of the works performed	Observable	5	4
5	Team work and co-operation to the co-workers and Supervisor	Observable	5	4
6	Accountability and ownership of the tasks assigned	Observable	5	4
7	Reporting and completion of the task within the scheduled timeline	Measurable	5	4
8	Ensure all critical HK areas mainted clean, hygiene and Safe at all times	Observable	5	4
9	Grooming standards to be followed as per agreed standards	Observable	5	4.5
Total Score			50	42.5
Achieved Total Score in %			100%	85%

Comments:

Performance Indicator Categories - " **VERY GOOD** "

Employee carry out the day to day tasks at Various site he is working as a HVAC Supervisor & technician. he is Hardworking employee, good cooperation with the team, punctual to his work.he has ability to work as a HNACV supervisor .

Completed the 2 years , as per supervision I am satisfied from his work his previous salary is 4000 expecting Salary is 5000 SR. With out side accomodation he has a family here with him.

Categories	Comments
Performance > 95%	Outstanding
Performance <= 95% & >90%	Excellent
Performance <= 90% & >=80%	Very Good
Performance <= 80% & >=70%	Satisfaction
Performance < 70%	Need Improvement

Maintenance Manager

Eng'r Abdul hafiz

~~4000 SR Max~~

Director of Finance and Operations

Mohammad Y. Alshaikh