

OVERALL PERFORMANCE RATING		
Rating	Definition	✓
5	Outstanding Performer Continually exceeds business expectations and is recognised as a person who is truly exceptional in the workplace. Majority of competencies are identified as Strengths.	
4	Exceeds Expectations Performance meets expected standards and objectives and in many cases exceeds expectations. Majority of competencies identified as Strengths.	x x
3	Meets Expectations Performance consistently meets expected standards and objectives. Majority of competencies rated as Competent.	
2	Needs Improvement Currently failing to meet job expectations and requires a level of improvement in their performance. Competent in some areas however the majority are identified as Development Needs or Key Development Needs.	
1	Unsatisfactory Performance Performance generally fails to meet expected standards and objectives in all areas. Documented discussion/s regarding performance during the year but no improvement shown. All areas of competencies are identified as Development Needs or Key Development Needs.	

Manager / Supervisor Comments

Vaish has grown in the last 3 months considerably well. Her attitude towards work is fantastic. She is a smiley blubbery person and really shows her passion for hospitality. Will start moving Vaish in other departments to gain more experience.

Great to have her on the team.

Development / Training areas identified and or required (if applicable)

Eg. On the job, online university, cross training, development plan and/or external training