

PERSONNEL RECORDS AND PERFORMANCE EVALUATION OFFCE

Visca Baybay City, Leyte 6521-A, Philippines Phone/Fax: +63 053 563 7323 Email Address: prpeo@vsu.edu.ph Website: www.vsu.edu.ph

JOB ORDER (JO) WORKER EVALUATION FORM

Name of Job Order W	/orke	er: Ze	naid	a T. Ec	leo		
Equivalent Job Title:		Sc	ienu	Research	Assistant		
Name of Evaluator: _	J0	Jane	D,	Atok	Territor And	_ Date:	12/10/2021
							ce and work ethics of the ber using the rating scale
5 - Excellent	4 – '	Very G	bod	3 – G	ood	2 – Fair	1 – Poor

Criteria/evaluation statement		F	atin	Comments		
	5	4	3	2	1	
Work Performance Performance of all mandated functions as listed in the contract	~	307	DET			First recent
Over all attainment of outputs agreed with supervisor	/	26mile	Ç5 =		-636	Curnon
Quality and timeliness in the attainment of agreed outputs	1					
 Efficiency and customer friendly frontline service to clients 		1			ttoet	Cemiled Cor
Knowledge on the over-all aspect of the job assignments	/					
II. Work Ethics/Attitude						
 Industriousness - setting clear & attainable objectives & taking targets seriously and responsibly 	V		20	PTA (80)	O R	101.00
Diligence and justice at work - prompt in accomplishing assigned tasks and submission of good quality outputs	V					
 Responsibility - having the right intention, with a sense of duty and accepts all jobs assigned by the supervisor 	~					
 Practices teamwork - understanding and performing his/her role effectively and synergistically, share knowledge and provide a lending hand to needy co-worker 	1					
 Commitment to public service – reporting on time and willingly extend service if needed without thinking of additional compensation 	1					



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JOB ORDER (JO) WORKER EVALUATION FORM

April Joy S. Vergara

Name of Job Order Worker: April Joy S. Vergar	9						
Equivalent Job Title: Science Research A	isist	ant					
Name of Evaluator: Jo Tone D. Atok	Date			ate:	Ja	10/2021	
Instruction to evaluators: Please write your comments above JO worker and give your ratings by checking the below:	on e ap	the p	erfoi riate	man num	ce a ber u	nd work ethics of using the rating s	
5 - Excellent 4 - Very Good 3 - Good		10112	2 – F	air		1 – Poor	
Criteria/evaluation statement		F	Ratin		Comments		
ontonaro valuation otatomone	5	4	3	2	1		
Work Performance Performance of all mandated functions as listed in the contract	~	1613	nerti	ation	ones His	Final recom	
Over all attainment of outputs agreed with supervisor	/	cestif	- 7 1	2 %	AD W	nitgh-side	
 Quality and timeliness in the attainment of agreed outputs 		/					
 Efficiency and customer friendly frontline service to clients 	/				laso	eo0 bnilina0	
Knowledge on the over-all aspect of the job assignments	/						
II. Work Ethics/Attitude					N		
 Industriousness - setting clear & attainable objectives & taking targets seriously and responsibly 		/	59			21.0u 7)	
Diligence and justice at work - prompt in accomplishing assigned tasks and submission of good quality outputs	/						
 Responsibility - having the right intention, with a sense of duty and accepts all jobs assigned by the supervisor 	/						

4. Practices teamwork - understanding and performing his/her role effectively and

lending hand to needy co-worker

thinking of additional compensation

synergistically, share knowledge and provide a

5. Commitment to public service - reporting on time and willingly extend service if needed without



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JOB ORDER (JO) WORKER EVALUATION FORM

Name of Job Order	Worker	: Chr	ishian	Art	Chua			
Equivalent Job Title	•	Sci	chu	tide				
Name of Evaluator:	To	Jane	D.	thu	2010	Date:	12/10/2021	
Instruction to evaluation above JO worker at below:								
5 - Excellent	4-V	ery Goo	od	3 –	Good	2 – Fair	1 – Poor	

Criteria/evaluation statement			Ratin	Comments			
	5 4		3 2		1		
Work Performance Performance of all mandated functions as listed in the contract	1	tol J	35	noits	amar He ha	Fir al recons	
Over all attainment of outputs agreed with supervisor	/	2611	10 -	II I.	7725	remail	
Quality and timeliness in the attainment of agreed outputs		/					
Efficiency and customer friendly frontline service to clients	~				toa:	cer fed Co	
Knowledge on the over-all aspect of the job assignments	/						
II. Work Ethics/Attitude 1. Industriousness - setting clear & attainable objectives & taking targets seriously and responsibly		/	×	TA-		<u> </u>	
Diligence and justice at work - prompt in accomplishing assigned tasks and submission of good quality outputs	~						
 Responsibility - having the right intention, with a sense of duty and accepts all jobs assigned by the supervisor 	1						
 Practices teamwork - understanding and performing his/her role effectively and synergistically, share knowledge and provide a lending hand to needy co-worker 	1						
 Commitment to public service – reporting on time and willingly extend service if needed without thinking of additional compensation 		/					