



**BARBACENA
TANDINGAN & Co.**
Certified Public Accountants

Rm 101 Ledesma Building, General Luna St., Intramuros, Manila, Philippines 1002
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Designation: Auditor
Name of Employee: Marisol Yakit
Department: Audit

**November 2017-
October 2020**

PERFORMANCE EVALUATION

WORK /TASK

Book keeping	4.20
Preparation of supporting schedules/ bank reconciliation	4.20
Preparation of Government remittances	4.20
Preparation of Financial statement	4.00
Average	<hr/> 4.15

WORK HABITS

Punctuality	4.00
Attendance	4.50
Submission of reports on time	4.00
Average	<hr/> 4.17

INTERPERSONAL SKILLS

Responds and contribute to team efforts	4.50
Responds positively to suggestions and instructions and criticism	4.60
Adapts well to changing circumstances	4.30
Seeks feedback to improve	4.50
Average	<hr/> 4.48

RATE: 4.27

VERY SATISFACTORY

FINAL COMMENTS

Ms. Yakit displays good attitude towards her work and towards her peers. With proper motivation she can be outstanding.


MERIAN M. TANDINGAN
PARTNER