

**MARELLA
CRUISES**

Britannia Ship Services Limited 2014

CREW EVALUATION

Employee Name: **CHRISTDIAN, STEVANUS RAHMADI** Crew ID# **9080676**
 Position: **Utility Hotel** Date **1-Dec-19**
 Ship: **MARELLA EXPLORER 2** Review Period From **8-Mar-19** To **1-Dec-19**
 Purpose of Evaluation: PROBATIONARY END OF CONTRACT OTHER SELECT OPTION

Purpose

This performance appraisal is the tool used to evaluate an employee's overall performance during a specific time period. This performance appraisal system provides the means for regular, candid communication between each employee and his/her supervisor about past performance and about future expectations.

By providing a consistent rating system, the performance appraisal system also provides an objective means for supporting salary actions, promotions, probationary measures and terminations, as applicable.

Levels of performance

5	Results achieved far exceed job requirements. Accomplishments show superior degree of skill and ability. Additional responsibilities are warranted.
4	On an overall basis, results exceed job requirements. Accomplishments show a substantial degree of skill and ability. Additional responsibilities may be warranted.
3	Results meet job requirements. Accomplishments show expected skill and ability. Employee is fully productive in this job.
2	Results fall short of expected requirements. The employee may not have been on the job long enough to achieve full productivity. If in the position for sufficient time, then the employee's accomplishments sometimes meet minimal standards but improvement is necessary. Guidelines for improvement must be provided.
1	Performance is below job requirements, and is considered unsatisfactory. Termination may be warranted.

A COMMUNICATION

Ability to communicate clearly and effectively; Recognizes proper lines of communication, ensuring full and correct information is provided to guests and/or co-workers; Command of the English language.

3.00

B ATTITUDE

Accepts orders from supervisors; cooperates with other departments; Enthusiasm; Helps with tasks other than those directly assigned

3.25

C PERSONALITY / RELIABILITY

Relating to Guests and Co-Workers; Positive attitude; Dependability; Punctuality, Honesty; Grooming and Personal Appearance, Friendly.

3.25

D JOB KNOWLEDGE / GENERAL SKILLS

Understanding the scope and responsibility of current position based on job Description; Follows all company policies and procedures related to current position. Delivery of service.

3.25

E SAFETY AND EMPLOYEE POLICY COMPLIANCE

Meeting the required safety standards established by the company. Knowledge of and compliance with policies outlined in the Shipboard Employee Handbook (i.e. Sexual Harassment, Drugs and Alcohol, Environment, etc...) Knowledge of and compliance with Public Health standards and procedures on board.

3.00

OVERALL ASSESSMENT

Total scoring from above areas

15.75

Total number of areas evaluated above

5.00

TOTAL OVERALL RATING

3.15

Reviewer's Overall comments:

Comments - Stevanus has shown great enthusiasm in his job performance. Stevanus was transferred from Sanitation department and he adapt very well to the housekeeping operation. He follow the instructions of his supervisor in a positive way. Stevanus is very active crew member and he has shown great interest for his job, always takes care of his section and reports to his supervisor for any issue related with a follow up.

Employee Comments

Comments -

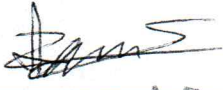
RECOMMENDED FOR PROMOTION

NOT AT THIS TIME

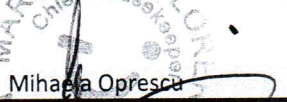
REHIRE STATUS

RECOMMENDED FOR REHIRE

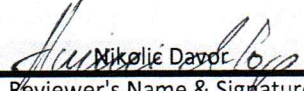
By signing this evaluation performance review, I acknowledge that the content was explained to me by my direct supervisor and/or senior manager. My signature does not necessarily constitute my consent with the result of the performance review and I have included my opinions within the above space provided.



 Employee Signature
Date



 Mihaila Oprescu
 Department Head Name & Signature
Date



 Nikolje Davor
 Reviewer's Name & Signature
Date



 Lenny Fernandes
 Food /F&B Manager (if applicable) Name & Signature
Date

Please be advise that each crewmember must receive a copy of the evaluation upon completion of contract