## SAN JOAQUIN COUNTY MOSQUITO ABATEMENT DISTRICT 5503 South Airport Way, Stockton, California 95206

124189

## EMPLOYEE PERFORMANCE REPORT SUPERVISOR

Employee Bridgewater, I	Employee Classificatio	n: INSP SUPV.
Rating Period: From: //	/ <u>88</u> To:	1/89
Reason for Rating: Annual Promotion	Probation _	Counseling _
Report must be completed in i	nk. Any changes ma	ch item in the appropriate column. de in the report subsequent to the the employee and person making the
1. Rate employees' ability actual performance, while under		s present position, based upon his
2. Use your own independent ju	dgement.	
<ol><li>Disregard your general time.</li></ol>	impression of the	e employee and rate one factor at a
4. Be sure that your ration rersonal feelings to govern you		and square opinion: Do not allow
"BLOCK IN" the respective box'	s below. (Use ink	
All "BLOCKED IN" box's require categories, more than one box m		ion. In the "unable to evaluate"
Records and Reports: Accuracy - Legibility Personnel reports, maps training materials, source reduction reports.	Average Above Average Below Average	Improvement needed in legibilit and spelling. Drawe did develop good skills in checking subordinates
Attendance: Sick time off	Average Above Average Below Average	91.3 Has usus.
<u>Punctuality:</u> Keeps Appointments Tardy	Average Above Average Below Average Unable to Evaluate	Downe keeps all appointments and is very punctual on the job.  Downe needs to reduce time in office and incorporate that time in field supervision.
Abuse of Working Hours coffee breaks, lunch, unnecessary visiting, unauthorized personal	Average Above Average Below Average Unable to	No abuses noted in 1988.

Grooming, clothing	Average Above Average Below Average	Diane his shown improvement in his overall appearance. He does a good job improving his subordinates
Management, supervisors, and other employees.	Average Above Average Below Average Unable to Evaluate	Duane is very cordial to all co-workers see back page. (1)
management, supervisors, general public.	Average Above Average Below Average Unable to Evaluate	Duane has maintained an Upbeat feeling regarding his converters. However, do not take for granted offwars feelings and attitudes. See Back. (2)
Life habits, identification,	Average Above Average Below Average	Deane appears knowledgable of most morgaitees found in his region.
Used by District: larvicides,	Average Above Average Below Average	Diene has adequate knowledge of most insecticides. He should become more proficient in determining rates + %'s, along with an understanding of collibration techniques.
District Policies & Rules & Regulations: Knowledge and application, Adherence to policies.	Average Above Average Below Average	Deance is working closer within the confines of all regulations and policies.
Source Treatment Instruction: Hand can, mist blower, cold fogger, granules, plane. Proper choice of pesticides.	Average Above Average Below Average	Draw has greatly improved his instruction copabilities the needs to continue working with his operateur to reduce "hand-can" parties if practical
Safety Practices: Coordinate safety inspections, Enforcing safety regulations, setting examples for sub- ordinates.	Average Above Average Below Average Unable to Evaluate	Diane works well w/ subordinates and helps enface district policy re: safety. I did not get to see much of Duane in the field.
Winter Program: Weed spray contacts, records, reports, knowledge of brushing locations, weed ident- ification.	Average Above Average Below Average	Weed Spray contacts finished on five.  Duane needs to spend more time  col subordinate on records to insue  correctness

Ability to Handle Region Work habits, rechecks, planning daily schedule, Personnel assignments, etc.	Above Average Below Average	Improvement shown in 1988.  Duane should continue developing his knowledge of Rice growers and zone requirements.
Communication Skills: General field operations, Communication with supervisors, management, & subordinates Source reduction problems, personnel problems, pesticide problems.	Average Above Average Below Average	Because Deare has many years of experience he is able to determine problems and develop answers. He needs to heter his ability to convey these thoughts to others. See back (3)
Handling of Mosquito Complaints: Knowledge of mosquito identification, ability to locate mosquito sources, follow up of unlocated sources, public relations.	Average Above Average Below Average	Drane has shown good improvement in handling complaints in a timely manner the should reduce his reliance on ULV as a follow-up to service Requests
Leadership Qualities: Public relations, plans ahead, good communication skills, accepts responsibility, dependable, attitude, quality of work, sets good example.	Average Above Average Below Average	Diene is continuing this skills to guide and direct subordinate He works well w/ property euros He should continue to improve his stature w/ subordinates so as
Initiative: Willingness to expand knowledge, self improvement, makes suggestions for improving existing working conditions or methods, interest in organization.	Average Above Average Below Average	to set a good example.  ) some has made several suggests to improve various activities of the district:  1) Vehicle clean-up schedule  2) Escalon strip,
Ability to Understand and Carry Out Instructions:	Average Above Average Below Average	Draw accomplishes all tasks as
Maintains Good Cooperative Relationship with Property Owners:	Average Above Average Below Average	Down works well with most of growers in his region.
Supervision Skills: Ability to give instructions and orders, distribute information, filter information from employees to management, maintains effective working relationships with his subording	Average Above Average Below Average	Duane lies continued to improve his skills in supervision. He should maintain his position of authority over subordinates and Strive to improve interpersonal relationships w/ co-workers.

## SATISFACTORY

(SECTION A IS TO BE COMP IMPROVEMENT IS NEEDED, COMME	LETED FOR RECOGNIT	ION OF SPECIAL PERFORMANCE. IF CTIONS B AND C).
Comments Sections: (Attach	additional sheets if n	ecessary)
performance:		the following aspects of job
Austria also done in roducing over 1	land job of helpin quit well in work trigation in his	ing refirbish the Escalar ing w/ the 55510 Staff region.
B. Employee needs to improve performance:	e performance in the i	following aspects of job
see buck-y	lage.	
C. Plans for employee devel  Continued frain  Mosq I.D. a		skills along with ipprent calibration.
UNSATISFACTORY  This employee does not meet department because of the fe		s of work established by this
signature does not ne	cessarily mean I agree t to discuss this rati inting authority.	ing with the reviewing officer
To HAN R. Stroke	ASST MER	1/89
Rated by	Title	Date
Reviewed by	Title	Date
Employees Signature (	and Bufut	Date 1/26/89

## EMPLOYEE PERFORMANCE REPORT

Comment Section from Satisfactory, or Unsatisfactory Sections:	
Drane needs to reduce his agression when giving verbal	
reprimands. He needs to provide a ma balanced	
portions of direction and correction with his subord:	WELT.
also, do not allow little infractions to build into	
large problems - this will reduce your having to	
"Come down hard".	
(2) I feel Duine has developed a folse sense of security re: Ki	2/5
perception of his subvidientes ofthe todas. He should	Par
to di Herentrate these feelings from is and is not requ	1120
for the 10b.	
(3) Make instructions and requests in concise & complete manner.	
Employee Goals:	