

# Performance Appraisal

PLEASE PRINT

CURRENT AS OF 9/97

Employee Name M. Iverson Title 1

Department Zone 14 Employee Payroll #

Reason for Review ☐ Annual ☐ Promotion ☐ Unsatisfactory Performance ☐ Merit ☐ End of Introductory Period ☐ Peer ☐ Other

Period covered by review 1/1 to 1/1 Date of last appraisal 1/1 Scheduled appraisal date 1/1

Instructions: Carefully evaluate employee's work performance in relation to the essential functions of the job. Check the rating box under the appropriate performance description to indicate the employee's performance. Indicate N/A if not applicable. The points for each performance description checked will be totaled and averaged for an overall performance score.

Areas to be Evaluated	N/A	Unsatisfactory (1)	Improvement Needed (2)	Good (3)	Very Good (4)	Outstanding (5)
1. <b>Quality</b> - The extent to which an employee's work is accurate, thorough and neat.						X
Comments: <u>WORK IS ACCURATE, Thorough &amp; NEAT</u>						
2. <b>Productivity</b> - The extent to which an employee produces a significant volume of work efficiently in a specified period of time.						X
Comments: <u>HAS BEEN NOMINATED BY ME FOR THE Employee OF QUARTER, The Last (3) Times</u>						
3. <b>Job Knowledge</b> - The extent to which an employee possesses the practical/technical knowledge required on the job.	X					
Comments: <u></u>						
4. <b>Reliability</b> - The extent to which an employee can be relied upon regarding task completion and follow-up.						X
Comments: <u>I CAN COUNT ON MARY BOTH Her WORK DONE &amp; ON TIME</u>						
5. <b>Attendance</b> - The extent to which an employee is punctual, observes prescribed work break/meal periods and has an acceptable overall attendance record.	X					
Comments: <u>SICK LEAVE FAMILY SICK</u>						
6. <b>Independence</b> - The extent to which an employee performs work with little or no supervision.						X
Comments: <u>A Little More Supervision This Per Due To New Zone Change</u>						
7. <b>Creativity</b> - The extent to which an employee proposes ideas, finds new and better ways of doing things.						X
Comments: <u>PROPOSES Ideas For Her New Zone SUCH AS Fish/bullets/contacts</u>						
8. <b>Initiative</b> - The extent to which an employee seeks out new assignments and assumes additional duties when necessary.						X
Comments: <u>ASKED To HAVE New Zone-bikes New Challenges</u>						
9. <b>Adherence to Policy</b> - The extent to which an employee follows safety and conduct rules, other regulations and adheres to company policies.						X
Comments: <u>OBSERVES ALL Rules Regs &amp; policies OF The District</u>						
10. <b>Interpersonal Relationships</b> - The extent to which an employee demonstrates the ability to cooperate, work and communicate with coworkers, supervisors, subordinates and/or outside contacts.						X
Comments: <u>ALL Co-workers Like To work w/ Her</u>						
11. <b>Judgment</b> - The extent to which an employee demonstrates proper judgment and decision-making skills when necessary.						X
Comments: <u>IF UN SURE OF AN OUTCOME, She ASKS before going ahead</u>						
12. <u></u>						
Comments: <u></u>						

Total Points 36 ÷ Number of Areas Rated 11 = 3.27 Overall Rating

Supervisor's Comments: I APPRECIATE your Help During The Time OF Co-workers' Injuries And Filling The Gap by your ~~hard~~ EFFORTS

Employee's Comments:

Evaluator's Signature  Date 1/1 Employee's Signature  Date 1/1



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# Performance Appraisal

PLEASE PRINT

CURRENT AS OF 9/97

Employee Name IVERSON MARY Title MCT. I  
 Department STKN. Region Employee Payroll # \_\_\_\_\_  
 Reason for Review ☐ Annual ☐ Promotion ☐ Unsatisfactory Performance ☐ Merit ☐ End of Introductory Period ☐ Peer ☐ Other SEMI-ANNUAL  
 Period covered by review 7/1/98 to 12/31/98 Date of last appraisal 8/10/98 Scheduled appraisal date 1/1

Instructions: Carefully evaluate employee's work performance in relation to the essential functions of the job. Check the rating box under the appropriate performance description to indicate the employee's performance. Indicate N/A if not applicable. The points for each performance description checked will be totaled and averaged for an overall performance score.

Areas to be Evaluated	N/A	Unsatisfactory (1)	Improvement Needed (2)	Good (3)	Very Good (4)	Outstanding (5)
1. <b>Quality</b> - The extent to which an employee's work is accurate, thorough and neat.						
Comments: <u>IMPROVING AS EXPERIENCE &amp; KNOWLEDGE INCREASES</u>						
2. <b>Productivity</b> - The extent to which an employee produces a significant volume of work efficiently in a specified period of time.						
Comments: <u>HIGH VOLUME OF WORK - CONTINUE TO STRIVE FOR EFFICIENCY</u>						
3. <b>Job Knowledge</b> - The extent to which an employee possesses the practical/technical knowledge required on the job.	X					
Comments: _____						
4. <b>Reliability</b> - The extent to which an employee can be relied upon regarding task completion and follow-up.						
Comments: <u>WORK COMPLETED ON TIME WITH LITTLE FOLLOW UP BY SUPERVISOR</u>						
5. <b>Attendance</b> - The extent to which an employee is punctual, observes prescribed work break/meal periods and has an acceptable overall attendance record.	X					
Comments: <u>0.0 SICK LEAVE USED 16.0 FAMILY SICK LEAVE USED</u>						
6. <b>Independence</b> - The extent to which an employee performs work with little or no supervision.						
Comments: <u>STILL LEARNING 20% OF THE TECHNICAL SKILLS OF MOSQUITO CONTROL</u>						
7. <b>Creativity</b> - The extent to which an employee proposes ideas, finds new and better ways of doing things.						
Comments: <u>HAS SUGGESTED IDEAS</u>						
8. <b>Initiative</b> - The extent to which an employee seeks out new assignments and assumes additional duties when necessary.						
Comments: <u>AGGRESSIVE TOWARDS HER WORK - VOLUNTEERS FOR EXTRA DUTY</u>						
9. <b>Adherence to Policy</b> - The extent to which an employee follows safety and conduct rules, other regulations and adheres to company policies.						
Comments: <u>RULES, REGS &amp; POLICIES FOLLOWED</u>						
10. <b>Interpersonal Relationships</b> - The extent to which an employee demonstrates the ability to cooperate, work and communicate with coworkers, supervisors, subordinates and/or outside contacts.						
Comments: <u>WORKS WELL WITH MNGT. &amp; CO-WORKERS</u>						
11. <b>Judgment</b> - The extent to which an employee demonstrates proper judgment and decision-making skills when necessary.						
Comments: <u>IF UNSURE OF A SITUATION SHE ASKS SUPERVISOR OR FELLOW EMPLOYEES</u>						
12. <u>STATE CERTIFICATION EXAM:</u>						
Comments: <u>MAKE THIS A GOAL FOR 1999 I KNOW YOU CAN DO IT.</u>						

Total Points  ÷ Number of Areas Rated  =  Overall Rating

UNSATISFACTORY (1.0-1.4) ☐ VERY GOOD (3.5-4.4)  
 IMPROVEMENT NEEDED (1.5-2.4) ☐ OUTSTANDING (4.5-5.0)  
 GOOD (2.5-3.4)

Manager's Comments: \_\_\_\_\_

Employee's Comments: \_\_\_\_\_

Evaluator's Signature [Signature]

Date 1/15/99

Employee's Signature Mary Iverson Date 2/2/99



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## Employee of the Quarter Recognition Form

SUPERVISOR:

B. J. [Signature]

DATE:

7/20/99

EMPLOYEE:

Mary Iverson

QUARTER:

2ND

The following describes the performance recognition information for the above employee. His/ Her performance has been exemplary and note worthy of recognition based on: attitude, work consistency, attendance, volunteer duty, dependability, professionalism, and subordination during this designated time period.

SPECIAL RECOGNITION IS GIVEN THIS EMPLOYEE FOR THE FOLLOWING ASPECTS OF JOB PERFORMANCE DURING THIS QUARTER:

- 1- SEEKS OUT NEW ASSIGNMENTS
- 2- DOES AS SHE WAS ASKED
- 3- DOES NOT COMPLAIN
- 4- ASK QUESTIONS WHEN UNSURE
- 5- DOES NOT ASK FOR SPECIAL TREATMENT  
NOR DOES SHE EXPECT IT

7/20/99 Ek Told me He couldn't accept This  
Nomination Because Mary was still on probation  
BECAUSE OF HER NOT PASSING STATE CERTIFICATION TEST  
I SAID THAT THIS



# Performance Appraisal

PLEASE PRINT

CURRENT AS OF 9/97

Employee Name Mary Iverson Title M.C.T. I  
 Department Zone 15 Employee Payroll # 338  
 Reason for Review ☐ Annual ☐ Promotion ☐ Unsatisfactory Performance ☐ Merit ☐ End of Introductory Period ☐ Peer ☒ Other Semi-Annual  
 Period covered by review 7/1/99 to 12/31/99 Date of last appraisal 8/3/97 Scheduled appraisal date 1/1

Instructions: Carefully evaluate employee's work performance in relation to the essential functions of the job. Check the rating box under the appropriate performance description to indicate the employee's performance. Indicate N/A if not applicable. The points for each performance description checked will be totaled and averaged for an overall performance score.

Areas to be Evaluated	N/A	Unsatisfactory (1)	Improvement Needed (2)	Good (3)	Very Good (4)	Outstanding (5)
1. <b>Quality</b> - The extent to which an employee's work is accurate, thorough and neat.						X
Comments: <u>Likes To Do A Job Right</u> <u>Rechecks</u>						
2. <b>Productivity</b> - The extent to which an employee produces a significant volume of work efficiently in a specified period of time.						X
Comments: <u>High Producer of Efficient</u> <u>Work</u>						
3. <b>Job Knowledge</b> - The extent to which an employee possesses the practical/technical knowledge required on the job.	X					
Comments:						
4. <b>Reliability</b> - The extent to which an employee can be relied upon regarding task completion and follow-up.						X
Comments: <u>I Know Jobs will be</u> <u>Completed</u>						
5. <b>Attendance</b> - The extent to which an employee is punctual, observes prescribed work break/meal periods and has an acceptable overall attendance record.	X					
Comments: <u>SICK DAYS USED - 0</u> has. <u>FAMILY SICK DAYS USED - 20.0</u> hrs.						
6. <b>Independence</b> - The extent to which an employee performs work with little or no supervision.						X
Comments: <u>LESS SUPERVISION GIVEN</u> OR <u>NEED</u> <u>THIS EVALUATION DUE TO EXPERIENCE</u>						
7. <b>Creativity</b> - The extent to which an employee proposes ideas, finds new and better ways of doing things.						X
Comments: <u>HAS IDEAS FOR RUNNING HER</u> <u>ZONE, WITH EXPERIENCE THIS WILL IMPROVE</u>						
8. <b>Initiative</b> - The extent to which an employee seeks out new assignments and assumes additional duties when necessary.						X
Comments: <u>VERY ACCENTIVE IN HER JOB</u> <u>DUTIES</u>						
9. <b>Adherence to Policy</b> - The extent to which an employee follows safety and conduct rules, other regulations and adheres to company policies.						X
Comments: <u>FOLLOWS RULES, REGS &amp; DISTRICT</u> <u>POLICIES</u>						
10. <b>Interpersonal Relationships</b> - The extent to which an employee demonstrates the ability to cooperate, work and communicate with coworkers, supervisors, subordinates and/or outside contacts.						X
Comments: <u>OUTGOING PERSONALITY WORKS</u> <u>WELL WITH ALL</u>						
11. <b>Judgment</b> - The extent to which an employee demonstrates proper judgment and decision-making skills when necessary.						X
Comments: <u>PROPER JUDGEMENT CALLS MADE.</u> <u>ASKS QUESTIONS IF SHE HAS DOUBTS</u>						
12. <u>SUPV'S COMMENTS</u>						X
Comments: <u>CONGRATULATIONS ON PASSING</u> <u>STATE CERTIFICATION</u>						

Total Points 1 ÷ Number of Areas Rated 1 = 1 Overall Rating

☐ UNSATISFACTORY (1.0-1.4) ☒ VERY GOOD (3.5-4.4)  
☐ IMPROVEMENT NEEDED (1.5-2.4) ☐ OUTSTANDING (4.5-5.0)  
☐ GOOD (2.5-3.4)

Manager's Comments: CONTINUE WORKING HARD, I APPRECIATE YOUR  
EFFORT.

Employee's Comments: COULD NOT ASK FOR A BETTER SUPERVISOR, DUANE IS A SUPERVISOR WHOM  
AS AN EMPLOYEE I RESPECT, THEREFORE I WANT TO PERFORM TO MY HIGHEST  
LEVEL FOR HIM AS WELL AS THE DISTRICT AT ALL TIMES.

Evaluator's Signature Duane B. Iverson Date 1/19/00 Employee's Signature Mary Iverson Date 2/19/00



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# Performance Appraisal

PLEASE PRINT

CURRENT AS OF 9/97

Employee Name IVERSON MARY Title MCT. I  
 Department Zone 14 STAN Region Employee Payroll # 338  
 Reason for Review ☐ Annual ☐ Promotion ☐ Unsatisfactory Performance ☐ Merit ☐ End of Introductory Period ☐ Peer ☒ Other Semi-ANNUAL  
 Period covered by review 1/1/00 to 6/30/00 Date of last appraisal 1/19/00 Scheduled appraisal date 1/1

Instructions: Carefully evaluate employee's work performance in relation to the essential functions of the job. Check the rating box under the appropriate performance description to indicate the employee's performance. Indicate N/A if not applicable. The points for each performance description checked will be totaled and averaged for an overall performance score.

Areas to be Evaluated	N/A	Unsatisfactory (1)	Improvement Needed (2)	Good (3)	Very Good (4)	Outstanding (5)
1. <b>Quality</b> - The extent to which an employee's work is accurate, thorough and neat.						
		Comments: <u>WORK IS ACCURATE THOROUGH &amp; NEAT</u>				
2. <b>Productivity</b> - The extent to which an employee produces a significant volume of work efficiently in a specified period of time.						
		Comments: <u>HAS BEEN NOMINATED by Me For Employee of Quarter, Last Three (3) Times</u>				
3. <b>Job Knowledge</b> - The extent to which an employee possesses the practical/technical knowledge required on the job.	X					
		Comments:				
4. <b>Reliability</b> - The extent to which an employee can be relied upon regarding task completion and follow-up.						
		Comments: <u>I CAN COUNT ON MARY GETTING WORK DONE &amp; ON TIME</u>				
5. <b>Attendance</b> - The extent to which an employee is punctual, observes prescribed work break/meal periods and has an acceptable overall attendance record.	X					
		Comments: <u>SICK Leave used = 43.5 hr. Family Sick Leave used = 0</u>				
6. <b>Independence</b> - The extent to which an employee performs work with little or no supervision.						
		Comments: <u>A LITTLE MORE SUPERVISION THIS PERIOD DUE TO NEW ZONE CHANGE</u>				
7. <b>Creativity</b> - The extent to which an employee proposes ideas, finds new and better ways of doing things.						
		Comments: <u>PROPOSES IDEAS FOR HER NEW ZONE SUCH AS FISH-PELLETS-CONTACT.</u>				
8. <b>Initiative</b> - The extent to which an employee seeks out new assignments and assumes additional duties when necessary.						
		Comments: <u>ASKED FOR NEW ZONE - LIKES NEW CHALLENGES</u>				
9. <b>Adherence to Policy</b> - The extent to which an employee follows safety and conduct rules, other regulations and adheres to company policies.						
		Comments: <u>OBSERVES ALL RULES REGS &amp; POLICIES OF THE DISTRICT.</u>				
10. <b>Interpersonal Relationships</b> - The extent to which an employee demonstrates the ability to cooperate, work and communicate with coworkers, supervisors, subordinates and/or outside contacts.						
		Comments: <u>ALL CO-WORKERS LIKE WORKING WITH HER</u>				
11. <b>Judgment</b> - The extent to which an employee demonstrates proper judgment and decision-making skills when necessary.						
		Comments: <u>IF UNSURE OF AN OUTCOME SHE ASKS BEFORE GOING AHEAD</u>				
12. _____						
		Comments:				

Total Points ☒ ÷ Number of Areas Rated ☒ = ☒ Overall Rating

☐ UNSATISFACTORY (1.0-1.4) ☐ VERY GOOD (3.5-4.4)  
☐ IMPROVEMENT NEEDED (1.5-2.4) ☒ OUTSTANDING (4.5-5.0)  
☒ GOOD (2.5-3.4)

Supervisor's Comments: I APPRECIATE YOUR HELP DURING THE TIME OF COWORKERS INJURIES AND FILLING THE GAP BY YOUR EFFORTS.  
 Employee's Comments: I AM ENJOYING THE NEW CHALLENGES IN MY NEW ZONE, AND FEEL VERY FORTUNATE TO HAVE A SUPPORTIVE SUPERVISOR AND CREW.

Evaluator's Signature Duane B. [Signature] Date 8/18/00 Employee's Signature Mary Iverson Date 8/22/00

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# Performance Appraisal

PLEASE PRINT

CURRENT AS OF 9/97

Employee Name Iverson Mary Title M.C.T. I  
 Department STKN. Region. Zone 14 Employee Payroll # 338  
 Reason for Review ☐ Annual ☐ Promotion ☐ Unsatisfactory Performance ☐ Merit ☐ End of Introductory Period ☐ Peer ☒ Other SEMI-ANNUAL  
 Period covered by review 7/1/00 to 12/31/00 Date of last appraisal 8/22/00 Scheduled appraisal date 1/1

Instructions: Carefully evaluate employee's work performance in relation to the essential functions of the job. Check the rating box under the appropriate performance description to indicate the employee's performance. Indicate N/A if not applicable. The points for each performance description checked will be totaled and averaged for an overall performance score.

Areas to be Evaluated	N/A	Unsatisfactory (1)	Improvement Needed (2)	Good (3)	Very Good (4)	Outstanding (5)
1. <b>Quality</b> - The extent to which an employee's work is accurate, thorough and neat.						Comments: <u>HER WORK IS AN EXAMPLE OF QUALITY</u>
2. <b>Productivity</b> - The extent to which an employee produces a significant volume of work efficiently in a specified period of time.						Comments: <u>SHE IS AN EFFICIENT WORKER</u>
3. <b>Job Knowledge</b> - The extent to which an employee possesses the practical/technical knowledge required on the job.	X					Comments: <u>/</u>
4. <b>Reliability</b> - The extent to which an employee can be relied upon regarding task completion and follow-up.						Comments: <u>I CAN RELY ON HER WORK</u>
5. <b>Attendance</b> - The extent to which an employee is punctual, observes prescribed work break/meal periods and has an acceptable overall attendance record.	X					Comments: <u>SICK LEAVE 4.5 hrs. FAMILY SICK LEAVE 30.5 hrs.</u>
6. <b>Independence</b> - The extent to which an employee performs work with little or no supervision.						Comments: <u>HAS LEARNED NEW ZONE, SO LESS SUPERVISION NEEDED</u>
7. <b>Creativity</b> - The extent to which an employee proposes ideas, finds new and better ways of doing things.						Comments: <u>STARTED BACK TO SCHOOL TO FURTHER HER BUSINESS EDUCATION</u>
8. <b>Initiative</b> - The extent to which an employee seeks out new assignments and assumes additional duties when necessary.						Comments: <u>ALWAYS WANTING TO IMPROVE HERSELF</u>
9. <b>Adherence to Policy</b> - The extent to which an employee follows safety and conduct rules, other regulations and adheres to company policies.						Comments: <u>FOLLOWS ALL RULES, REGS &amp; POLICIES</u>
10. <b>Interpersonal Relationships</b> - The extent to which an employee demonstrates the ability to cooperate, work and communicate with coworkers, supervisors, subordinates and/or outside contacts.						Comments: <u>FELLOW COWORKERS &amp; OUTSIDE CONTACTS LIKE HER WORK</u>
11. <b>Judgment</b> - The extent to which an employee demonstrates proper judgment and decision-making skills when necessary.						Comments: <u>TIME &amp; EXPERIENCE HAS PRODUCED THE SKILL FOR MAKING PROPER JUDGMENT CALLS.</u>
12. <u>FROM #7 ABOVE</u>						Comments: <u>AS WELL AS HOW TO INTERACT WITH PUBL. &amp; COWORKERS - SHARPEN LEADERSHIP SKILLS</u>

Total Points 17 ÷ Number of Areas Rated 12 = 1.42 Overall Rating

Supv. Comments: EXCELLENT WORKER

Employee's Comments:

Evaluator's Signature

Date

Employee's Signature

Date

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