



# EMPLOYEE EVALUATION

Employee \_\_\_\_\_ Store # \_\_\_\_\_ Hire Date \_\_\_\_\_  
 Date of Evaluation \_\_\_\_\_ Date of Last Evaluation \_\_\_\_\_

### Sandwich Artist Technique

Type of Sandwich \_\_\_\_\_ Seconds to Make \_\_\_\_\_

Eye Appeal Poor Fair Good Excellent

Efficiency Poor Fair Good Excellent

Formula Poor Fair Good Excellent

5 = Excellent    4 = Above Average    3 = Average    2 = Improvement Needed    1 = Poor

Categories	Rating	Comment/Recommendations
Attendance & Flexibility		
Personal Appearance/Uniforms		
Cooperation with Co-Workers		
Customer Service		
Suggestive Selling		
Telephone Procedure		
Cleaning/Maintenance		
Innovations and New Ideas		
<b>Product Preparation</b>		
<i>Knowledge</i>		
<i>Speed</i>		
<i>Accuracy</i>		
<b>Paperwork</b>		
<i>Completeness</i>		
<i>Accuracy</i>		
<i>Neatness</i>		

Present Pay Rate \_\_\_\_\_ Increase (if applicable) \_\_\_\_\_

Date of Last Increase \_\_\_\_\_ New Pay Rate \_\_\_\_\_

Employee Signature \_\_\_\_\_

Recommended by \_\_\_\_\_ Approved By \_\_\_\_\_