

STUDENT PERFORMANCE EVALUATION

Name : Muhammad Ferdi Rabsy
 Hotel Name of practice : Sheraton Hong Kong Tung Chung Hotel
 Department : Food and Beverage (Sunset Grill Restaurant)
 Date of Appraisal from : 15th July 2025

The purpose of this evaluation is to provide an objective measure of student performance during the Supervised Field training. Rating will be done in a scale value of 0 – 100 as follows:

Grade: A = 80 – 100 : (Very Good Performance)
 B = 68 – 79.99 : (Good Performance)
 C = 56 – 67.99 : (Satisfactory Performance)
 D = 45 – 55.99 : (Unsatisfactory Performance)
 E = 0 – 44.99 : (Poor Performance)
 Note : Minimum Passing Grade C = 56 – 67.99

PART 1 ABLITY AND APPLICATION

Please give into application section:

No	CRITERIA & JUSTIFICATION	SCALE VALUE				
		A (80 -100)	B (68 -79.99)	C (56-67.99)	D (45-55.99)	E (0-44.99)
A. PERFORMANCE						
1	JOB KNOWLEDGE					
	• Understand all aspect of work at outlet of practice assigned	95				
	• Knowledge of facilities and equipment at outlet of practice assigned					
	• Mastery of English (written and oral)					
2	QUANTITY OF WORK					
	• Output of work has be done	96				
	• Completion of task and performance of daily duties					
3	QUALITY OF WORK					
	• Accurate and neat care of equipment and working areas	90				
	• Meets work quality requirement					
	• Stability, persistence, orderliness constant work under <u>pressure</u>					

No	CRITERIA & JUSTIFICATION	SCALE VALUE				
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B. CHARACTER						
4	MOTIVATION					
	• Enthusiasm towards job and effort to acquire necessary information to perform duties	93				
	• The desire and effort					
	• Willingness to accept responsibility					
5	COURTESY AND TACT					
	• Politeness, attention and respect other people (the guest fellow workers and superior)	94				
6	TEAM WORK					
	• Demonstrate the development of effective working relationships with staff and management	92				
	• Demonstrate an ability to listen to others, actively contribute to the team and demonstrate flexibility in adapting to team priorities					
7	COMMUNICATION					
	• Demonstrate and understanding of various customers enquiries and communicate these accurately when referring the matter, as appropriate	88				
	• Prepare a range of documentation which demonstrates an ability to identify the key issues or points and communicate these clearly, concisely and effectively					
8	APPLIED TECHNOLOGY					
	• Ability to use machines and equipment found in the workplace	85				
9	PERSONAL APPEARANCE					
	• Personal grooming, hair, shoes, comportment and general outlook	95				
10	ATTENDANCE					
	• Reliability and punctuality to be on job	94				



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11	WAITER AND BANQUETTE KNOWLEDGE & OPERATIONAL (Chosen one regarding their job)					
	Technical Selling Product	92				
	Clean and Tidy Restaurant	95				
	Provide table service	90				
	Prepare and serve coffee or tea	93				
	Prepare and serve wine	85				
	Receive, control and store stock	82				
	Ability to communicate on the telephone	80				
	Ability to work with colleagues and customers	94				
	Ability to process lost and found	88				
	Ability to deal communication and handling conflict	92				
	Ability process receive and store goods from guest	90				
	Ability to provide cleanliness working area	84				
	SCORE = $\frac{\text{TOTAL MARK}}{\text{TOTAL NO}}$	90,3				

PART 2. CAPACITY & AMBITION FOR ADVANCE

1. Check (✓) application (more than one section may apply)

REGRESSING	NOT LIKELY TO ADVANCE	PROGRESSING	SATISFACTORY	MAX PERFORMANCE ON JOB
				✓

2. Students reaction to review and suggestion was : (check (✓) one)

Appreciation (complete willing to strive for improvement)	Interest (Will try to follow suggestion)	Disinterest (Satisfied with present status)	Resentment (feels review is imposition)
✓			

3. Review your rating and comments, then briefly outline what action you will take or suggest to maintain, improve or correct the behavior and output of this students as a overall evaluation grade.

Very Active and Helpful person, always open to learn. Keep it up and Great job!

Date : 15/7/25
 Signature :

Felix *15/7/25*
 (Appraiser)

Brandon
 (Training Personnel)

Felix *15/7/25*
 (Head of Department)

Muhammad Fatchi Falsy
 (Student)

