

STUDENT PERFORMANCE EVALUATION

Name : Mochammad Arga Wirayudha
 Hotel Name of practice : Hong Kong SkyCity Marriott Hotel
 Department : F&B – The Lounge and Velocity Bar & Grill
 Date of Appraisal from : 25 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		90				
1	JOB KNOWLADGE	90				
	• Understand all aspect of work at outlet of practice assigned	willing to learnt & well co-operate				
	• Knowledge of facilities and equipment at outlet of practice assigned					
	• Mastery of English (written and oral)					
2	QUANTITY OF WORK	95				
	• Output of work has be done	Always before deadline				
	• Completion of task and performance of daily duties					
3	QUALITY OF WORK		78			
	• Accurate and neat care of equipment and working areas		Very well, just can be more proactive			
	• Meets work quality requirement					
	• Stability, persistence, orderliness constant work under pressure					
No	CRITERIA & JUSTIFICATION	SCALE VALUE				

		A (80 -100)	B (68 -79.99)	C (56-67.99)	D (45-55.99)	E (0-44.99)
B. CHARACTER		90				
4	MOTIVATION	90				
	- Enthusiasm towards job and effort to acquire necessary information to perform duties - The desire and effort - Willingness to accept responsibility	Always ready to help guests or each others				
5	COURTESY AND TACT	100				
	Politeness, attention and respect other people (the guest fellow workers and superior)	Sincere & gentle				
6	TEAM WORK	100				
	- Demonstrate the development of effective working relationships with staff and management - Demonstrate an ability to listen to others, actively contribute to the team and demonstrate flexibility in adapting to team priorities	Best team player & always put his full effort				
7	COMMUNICATION	90				
	- Demonstrate and understanding of various customers enquiries and communicate these accurately when referring the matter, as appropriate - Prepare a range of documentation which demonstrates an ability to identify the key issues or points and communicate these clearly, concisely and effectively	Difficult to learnt Cantonese but he's great & keep practice				
8	APPLIED TECHNOLOGY	100				
	Ability to use machines and equipment found in the workplace	Excellent in coffee machine				
9	PERSONAL APPEARANCE	100				
	Personal grooming, hair, shoes, comportment and general outlook	Showed professional				
10	ATTENDANTE	90				
	Reliability and punctuality to be on job	Never late or sick with great record				

No	CRITERIA & JUSTIFICATION	SCALE VALUE				
		A (80 -100)	B (68 -79.99)	C (56-67.99)	D (45-55.99)	E (0-44.99)
11	WAITER AND BANQUETTE KNOWLEDGE & OPERATIONAL (Chosen one regarding their job)	90				
	Technical Selling Product					
	Clean and Tidy Restaurant					
	Provide table service					
	Prepare and serve coffee or tea					
	Prepare and serve wine					
	Receive, control and store stock					
	Ability to communicate on the telephone					
	Ability to work with colleagues and customers	90				
	Ability to process lost and found					
	Ability to deal communication and handling conflict					
	Ability process receive and store goods from guest					
	Ability to provide cleanliness working area					
	SCORE = $\frac{\text{TOTAL MARK}}{\text{TOTAL NO}}$	92				

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.

Arqa always show sincere ready to help guests or each others work hard and great attendance record also this is good time to learn about leadership skill such as organising & planning.

Date : 25 July 2015
Signature : *[Signature]*

[Signature]
(Appraiser)

[Signature]
(Training Personnel)

[Signature]
(Head of Department)

Hotel Stamp

[Signature]
(Student)