



STUDENT PERFORMANCE EVALUATION

Name : Marsha Priscilla Hermanto
 Hotel Name of practice : Sheraton Hong Kong Tung Chung Hotel
 Department : Kitchen Trainee
 Date of Appraisal from : 8 January 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 ABILITY 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 KNOWLADGE					
	Understand all aspect of work at outlet of practice assigned	90				
	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	90				
	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				
		A (80 - 100)	B (68 - 79.99)	C (56-67.99)	D (45-55.99)	E (0-44.99)
B. CHARACTER						
4	MOTIVATION					
	Enthusiasm towards job and effort to acquire necessary information to perform duties	90				
	The desire and effort					
	Willingness to accept responsibility					
5	COURTESY AND TACT					
	Politeness , attention and respect other people (the guest fellow workers and superior)	90				
6	TEAM WORK					
	Demonstrate the development of effective working relationships with staff and management	90				
	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	90				
	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	90				
9	PERSONAL APPEARANCE					
	Personal grooming, hair, shoes, comportment and general outlook	90				
10	ATTENDANTE					
	Reliability and punctuality to be on job	90				

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	KITCHEN KNOWLEDGE (Choose one regarding their job)	90				
	Apply basic techniques cutting of commercial cookery	90				
	Prepare and cook seafood	90				
	Prepare and cook poultry and meats	90				
	Prepare a variety of sandwiches	90				
	Present and display food products	90				
	Prepare desserts to meet special dietary requirements	/				
	Prepare and store food in a safe and hygienic manner	90				
	Prepare hot and cold dessert dishes	/				
	Receive and store stock	90				
	Prepare portion-controlled meat cuts	90				
	Prepare soups	90				
	Prepare stocks and sauces	90				
	Prepare vegetables, eggs, and farinaceous dishes	90				
	Ability to provide cleanest working area	90				
	SCORE = $\frac{\text{TOTAL MARK}}{\text{TOTAL NO}}$	90				

PART 2. CAPACITY & AMBITION FOR ADVANCE

1. Check (v) 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 (v) 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.

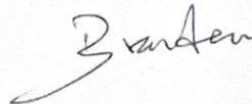
Hand Working and Defence
 Nice team player and follow manager instruction
 Over all average and experience

Date : 8 January 2025

Signature :


 (Appraiser)


 (Head of Department)



(Training Personnel)


 (Student)