

MyCorp, Inc.

Engineering Performance Review Form

Employee:
Manager:

Review Date:
Release Name:

Quality

Exceeds Expectations: Fixes bugs quickly. Works with QA to help create test plans. Aggressively monitors the bug tracking system to look for—and deal with—their bugs.

Meets Expectations: Fixes bugs in a reasonable amount of time. Proactively tests code. Does not wait for QA to find known issues or to test edge cases.

Does Not Meet Expectations: Has an excessive number of bugs and/or takes an excessive amount of time to fix bugs. Does not adequately test changes before checking them in. Requires multiple changes to fix a single bug.

Timeliness

Exceeds Expectations: Consistently ahead of schedule in completing deliverables. Works to help others get their projects done on time.

Meets Expectations: Completes deliverables on time.

Does Not Meet Expectations: Deliverables are consistently late.

Architecture

Exceeds Expectations: Aggressively looks for ways to improve the product. Presents refactoring plans. Refactors code as they are adding new code. Presents innovative solutions to problems.

Meets Expectations: Cleans up code as they are adding new code. Calls attention to questionable examples in the code. Makes an effort to correct those issues.

Does Not Meet Expectations: Does not make an effort to improve the code base. Consistently writes poor code (lack of comments and documentation, poor coding practices, etc.).

Communication

Exceeds Expectations: Routinely adds pages to the Wiki, cleans up existing pages, identifies pages that need to be created. Actively participates in meetings. Aggressive about sharing information.

Meets Expectations: Creates a Wiki page every now and then. Modifies pages directly related to their work. Attends meetings.

Does Not Meet Expectations: Does not create Wiki pages or modify existing pages. Does not contribute to meetings. Not proactive about sharing information.

Teamwork

Exceeds Expectations: Makes a significant effort to assist other team members with their projects. Helps bring together individual engineers and engineering teams to improve the product.

Meets Expectations: Works with other members of the team to complete the release. Considers the impact that their actions have on other team members.

Does Not Meet Expectations: Blocks the efforts of the other team members through poor quality, poor design, etc. Has a negative attitude.

Comments

I have discussed the content of this review with my manager and understand that my signature does not necessarily imply agreement.

Employee Signature:

Manager Signature: