



Optimum Control
Food & Beverage Inventory Experts

Cook Evaluation Form

RATING GUIDELINES

PERFORMANCE LEVEL

Superior

Performance is exceptional and rarely achieved by others. Consistently achieves results well in excess of prescribed standards.

5

Commendable

Performance exceeds the normal requirements on a consistent basis.

4

Meets Standards

Regularly meets standards prescribed for the position. A solid overall performance.

3

Marginal

Performance does not meet basic standards prescribed for the position. Improvement required.

0-2

A “3” is considered a normal, average, good worker who meets standards. Whatever your standards are, 70-90% of your staff should be a “3”.



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THE WAY YOU INTERACT WITH FELLOW EMPLOYEES

PERFORMANCE LEVEL

Staff Relations

Consistently demonstrates Attentive, Courteous, and Efficient service to other staff. Anticipates fellow workers' needs and responds to requests for help. Creates a friendly environment.

Team Player

Cooperates and works well with others. Helps other staff every day to get ready for service. Is enthusiastic, portrays a positive demeanor and works toward company goals. Understands that it is everyone's job to do whatever it takes to get the day's work done.

Follow-through

Sees tasks through to completion. Finishes work so the next shift is prepared.



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THE WAY YOU INTERACT WITH CUSTOMERS

Customer Relations

Consistently demonstrates attentive, courteous, and efficient service to customers. Treats customers with consideration and respect.

PERFORMANCE LEVEL

THE WAY YOU PRESENT YOURSELF

Grooming Standards

Practices and displays proper grooming, hygiene, and personal care per Employee Manual. Maintains hair and facial hair per standards.

Uniforms

Always wears the proper uniform. Uniform is always clean.



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THE WAY YOU DO YOUR JOB

PERFORMANCE LEVEL

Dependability

Can be counted upon to do what is expected and required. Follows instructions and completes work on time with minimum supervision.

Quality of Work

Work performed according to Chef's standards and work requirements. All job description specifications are met. Consistency in work. Recipes are followed.

Quantity of Work

Completes the expected amount of work in relation to standards.