

Evaluation meeting

Mayank Ranpura

Date: 15.01.2010

The performance report

Meeting deadlines:

Mayank's ability to meet deadline has been excellent. Even the tightest deadlines were met without compromising the quality of work.

Communication skills:

Mayank has demonstrated a great sense of professionalism with both dealing with clients as well as his colleagues at Media Basement.

Understanding of the briefs:

Mayank has a strong understanding of briefs. At seldom Mayank will not follow the briefs, because he's adamant that he has a better solution, which at times has proved to be right, but other times makes it difficult to work with him.

Turnaround time:

Excellent.

Quality of work:

Mayank has shown great deal of dedication to produce websites that are well designed, with clean coding, up to date and search engine optimized. He has welcomed any amendments made by clients and also shown great team work efforts by contributing to other projects as well assisting with areas that might not fall directly under his job description.

Ability to troubleshoot:

His first 3 months were guidance free, and Mayank was able to troubleshoot any programming issues that might of came with projects. He's also shown great initiative on solutions for both clients and the team in Media Basement outside of just coding website, but also for other problems, like page names for instance.

Media Basement evaluation:

Mayank expressed the need to have a tutor in web developing, to maximize on the benefits of job placement and his learning experience. Media Basement has promised to provide a tutor with 7 days of this evaluation.

This evaluation was prepared by Pia Cabble (Creative Director of Media Basement)