

Employee Performance Review

Employee Information

Name	Nita Dubble	Employee ID	N/A
Job Title	911 Director	Date	12/14/2016
Department	N/A	Manager	N/A
Review Period	2016		

Ratings

	1 = Poor	2 = Fair	3 = Satisfactory	4 = Good	5 = Excellent
Job Knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments</i>	Nita has extensive knowledge of all facets of dispatch operations and 911 administration.				
Work Quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments</i>	Nita's work quality is superior. She also demands the best from her staff.				
Attendance/Punctuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments</i>	Nita regularly fills in for entire shifts at dispatch. She regularly worked in excess of 60 hours per week.				
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments</i>	Nita has run Camp 911 for elementary schools across the county for many years. She also successfully shepherded the public safety tax referendum.				
Communication/Listening Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments</i>	Nita is currently serving on two statewide committees. She's able to effectively communicate her experience and opinion, and, thus, shape statewide policy.				
Dependability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Comments</i>	Nita can always be counted on to provide detailed answers to the Board's questions. If she doesn't know something, she will research it and provide the requested information.				
Overall Rating (average the rating numbers above)	5				

Evaluation

ADDITIONAL COMMENTS Nita is a superior 911 Director. She works tirelessly fulfilling her administrative duties, while also acting as the joint-dispatch supervisor. She keeps the Board apprised of applicable laws, regulations, and technology impacting 911. She serves on both the statewide legislative committee and the telecommunicator training standards committee. She voluntarily administers Camp 911 to school age children throughout the County. **She successfully championed the public safety tax referendum, to the benefit of all public safety entities in the County.** Nita is an asset to 911 and Iroquois County.

GOALS Continue to move forward toward NG911 compliance by July 2020, as required by state statute.
(as agreed upon by employee and manager)

Verification of Review

By signing this form, you confirm that you have discussed this review in detail with your supervisor. Signing this form does not necessarily indicate that you agree with this evaluation.

Employee Signature  Date 12-20-16

Manager Signature  Date 12-20-16