

WCSD Employee Review

Weott Community Service District PO Box 218
Weott, CA 95559

Employee Name: Jamie Little
Review Date: 5-21-23

Employee Position: Billing Clerk
Employment start date: 12-26-22

*Attach a copy of the employee's job description and previous review

Current Pay \$20/hr

Salary Increase \$1

Part 1:

PERFORMANCE REVIEW: Completed by WCSD

a) Did they meet all of the goals of previous review? Yes No

If no, explain: _____ 1st review _____

a) Did they meet the requirements of their job description: Yes No

If no, why _____

b) Was there any employee citations or complaints? Yes No

If yes, attach a copy of the citation or complaint

Additional notes:

You jumped into a tough mess willing to learn and fix the problems created by the former organization. You have shown diligence, responsibility, transparency and patience in customer care. When it felt like you were sinking, you kept swimming. In 5 short months, you have organized the files, bills, and billing accounts. Things are operating as they should. You learn quick and communicate well.

New goals for the next review period:

It's time to start participating in grant work, state reports and ordinances. Bonnie will start to train you.

Board Approved Date _____

ayes ___ noes ___ abstain ___

