

ACRO SERVICE CORP.
EMPLOYEE PERFORMANCE APPRAISAL

EMPLOYEE NAME: William Sommerville *cell: 2/200-8640*
3/845-5880

ACRO REPRESENTATIVE: Bianca Roberts

JOB
 CLASSIFICATION:

HIRE DATE: 22 June 2007 REVIEW DATE: *6/5/08*

TIME: *11:00am*
Mike Wawzysko

It will be the employee's responsibility to complete in detail Sections I and II and resubmit this form to your ACRO Representative no later than 30 days prior to your review date. Failure to comply with the above instructions will result in a postponement of the employee's review date.

MWawzysk@ford.com
313-340-5520

SECTION I. KEY JOB ELEMENTS. Please list the major elements of your current job and your comments or accomplishments that relate to each element. Please rate yourself in each job element using the rating scale below.

- Rating Scale: 1 – Outstanding. Excellent performance that far exceeds the job's requirements.
 2 – Very Good. Above average performance that exceeds the job's requirements.
 3 – Average. Acceptable performance that meets the job's requirements.
 4 – Below Average. Minimal acceptance performance that meets some of the job's requirements.
 5 – Unsatisfactory. Unacceptable performance that does not meet the job's requirements.

JOB ELEMENTS	ACCOMPLISHMENTS/COMMENTS	EMPLOYEE RATING	ACRO RATING
#01 Team Connect Documentation (NetCool Project)	Coordinated with Operations personnel on initial requirements in accordance with Ford Policies	<i>3</i>	<i>3</i>
#02 System Administrator for Netview	Assigned as Netview (Network Monitoring) administrator level 3 assignments.	<i>2</i>	<i>2</i>
#03 Systems Administrator for IBM Director	Assigned as IBM Director (IBM Server Monitoring) administrator	<i>2</i>	<i>2</i>
#04 EPHAS	Assigned as administrator for NetView and IBM Director within the EPHAS Systems		<i>3</i>

very proficient
good eff to get th done
watch for security issues, group h more responsib

C: ds
R: 6-9-08
O/A: 2

SECTION II. JOB ELEMENT CHANGES OR ADDITIONAL JOB RESPONSIBILITIES. Please list all major changes that have occurred in your job since your last performance appraisal. Please list below the job element and the corresponding change or addition to your past job responsibilities. Please rate your performance in each job element using the rating scale in Section I.

JOB ELEMENT	CHANGES OR ADDITIONS TO JOB RESPONSIBILITY	EMPLOYEE RATING	ACRO RATING
#01	Changed, no long has this assignment		
#02	Changed, added assignment		
#03/04	Changed, added assignment		

SECTION III. EMPLOYEE COMMENTS

Additional Comments:

It should be worth noting that little training or accurate documentation was provided during the transfer to new assignments, Even with these challenges, my unique adaptability and flexibility has lead me to remain supportive and performed my duties to the best of my abilities. I believe the short evaluation (see attachment) from Scott Lynch should bear this. As long as assigned, I will continue to provide the utmost support towards any and all assignments within the IT department of the Ford Motor Company representing Acro Services.

Note: Supervisor Scot Lynch (Jun 07 - Mar 08)
Supervisor Mike Wawzysko (Feb 08 - present)

ACRO SERVICE CORP. REPRESENTATIVE USE ONLY

On a scale of 1 to 5 where 1 represents Outstanding and 5 represents Unsatisfactory, how would you rate this employee's performance overall?

2

Plans for Future Action:

Get into the dynamic of this new team since they are more global. Take ownership of the applications. Focus on support, security, and guidance for other regions.

Special Comments (if any):

Good work at keeping Mike informed. Mike is confident in Bill's abilities. Continue to go to Mike or other team leads for guidance on priorities if needed.

Bill Sommerville per email
EMPLOYEE SIGNATURE DATE

Bianca Roberts
ACRO REPRESENTATIVE

6/9/08.
DATE

Employee's Name: William Somerville :

Title: Netview/IBM Director Admin :

Time Frame of Performance: 06-26-07 Thru 07-22-08 :

Supervisor: Scott Lynch 313-206-4877 :
slyncb11@Ford.com

Circle One
Attendance: Excellent Good Fair Poor

Comments: Bill has been consistently prompt and has always been able to be counted on with attendance.

WORK QUALITIES

Circle One
Technical Skills: Excellent Good Fair Poor

Comments: Bill has demonstrated the ability to learn new technologies/areas, as needed in order to provide the proper support.

Circle One
Communication Skills: Excellent Good Fair Poor

Comments: He has shown excellent communication skills, provides proper follow up with a clear understanding of his direction.

Circle One
Initiative: Excellent Good Fair Poor

Comments: Bill has demonstrated the proper initiative when given areas of responsibility.

Circle One
Character: Excellent Good Fair Poor

Comments: From the very beginning of his assignment with Ford, Bill has shown great character ~~and~~ which is one of the many aspects demonstrated.

Circle One
Customer Service: Excellent Good Fair Poor

Comments: He has always looked to provide great ability and desire when it comes to customer service.

Closing Comments:

Comments: Bill was a pleasure to work with,
he has many strong attributes that a team
would value and I would recommend him
in future endeavors.



39209 W. Six Mile Road, Suite 250, Livonia, MI 48152 USA
(734) 591-1100. Fax (734) 591-1217

June 9, 2008

Bill Sommerville
23989 Phillip
Southfield, MI 48075

Dear Bill:

I would like to take this opportunity to congratulate you on your performance. Enclosed please find a copy of your performance review that will be placed in your employee file. Your next annual performance review will occur around twelve months from now.

Per our conversation and emails, I will be in touch with you at the end of June to discuss options for improving your compensation.

Please feel free to contact me at 734-591-1100 x 4220 if you should have any questions.

Sincerely,

Bianca Roberts
Employee Relations Manager