

FCM Department Value: Service

	Indicators of Ineffective Behavior (Needs Improvement)	Indicators of Successful Behavior	Indicators of Exceptional Behavior
Executing FCM responsibilities in a timely, courteous and professional manner.	<ul style="list-style-type: none"> a) Not my job. b) Does not complete tasks. c) Undermining co-workers success. 	<ul style="list-style-type: none"> a) Assigned work is done in the amount of time that is standard practice. b) Daily assignments are completed. 	<ul style="list-style-type: none"> a) Volunteering for additional assignments. b) Volunteering to help other team members.
Ensuring safety and cleanliness of all County buildings for County employees and public visitors.	<ul style="list-style-type: none"> a) Failure to keep secure areas locked. b) Allowing unauthorized people into secure areas. c) Failure to meet job responsibilities. 	<ul style="list-style-type: none"> a) Cleaning and security responsibilities are met. b) Secure areas are kept locked at all times. c) Facilities are secure at the end of shift. 	<ul style="list-style-type: none"> a) All encountered safety and cleanliness issues are addressed. b) Identify and or report safety and cleanliness issues.
Assuring capital projects are completed in a timely manner and to acceptable standards.	<ul style="list-style-type: none"> a) Project time tables are not met. b) Project scope is not accomplished. c) Contractors are not held to industry quality standards. 	<ul style="list-style-type: none"> a) Project time tables are met. b) Project scope is met. c) Contractors are held to industry quality standards. 	<ul style="list-style-type: none"> a) Projects are completed ahead of schedule. b) Scope changes are proposed that save \$'s or improve functionality.

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FCM Department Value: Integrity

	Indicators of Ineffective Behavior (Needs Improvement)	Indicators of Successful Behavior	Indicators of Exceptional Behavior
Protecting confidential information.	<ul style="list-style-type: none"> a) Discussing overheard conversations. b) Reading or discussing documents in personal work spaces. 	<ul style="list-style-type: none"> a) Overheard conversations are not shared. b) Ignoring documents in private or personal work spaces. 	<ul style="list-style-type: none"> a) Identify and report risks to confidential information.
Adhering to policies, guidelines, procedures, and practices.	<ul style="list-style-type: none"> a) Does not follow County and Department policies, guidelines, procedures, and practices. 	<ul style="list-style-type: none"> a) Follows County and Department policies, guidelines, procedures, and practices. 	<ul style="list-style-type: none"> a) Supports and encourages others to follow County and Department policies, guidelines, procedures, and practices.
Refusing to engage in conversation or behavior that diminishes others.	<ul style="list-style-type: none"> a) Engages in conversations that diminish others. 	<ul style="list-style-type: none"> a) Does not engage in conversations that diminish others. 	<ul style="list-style-type: none"> a) Calls out others who engage in conversations that diminish others.

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FCM Department Value: Quality

	Indicators of Ineffective Behavior (Needs Improvement)	Indicators of Successful Behavior	Indicators of Exceptional Behavior
Seeking new and better ways to perform our jobs more efficiently.	<ul style="list-style-type: none"> a) Not my job. b) Doing sub-standard work. 	<ul style="list-style-type: none"> a) Following supervisor direction when asked to try new ways to perform tasks. b) Accomplishing required tasks. 	<ul style="list-style-type: none"> a) Suggesting new and better ways to perform our jobs more efficiently. b) Helping others to do their work more efficiently.
Striving to provide an accurate service that's done right the first time.	<ul style="list-style-type: none"> a) Not my job. b) Having to rework tasks. c) Doing sub-standard work. 	<ul style="list-style-type: none"> a) Getting work done in the allotted time. b) Doing tasks right the first time. 	<ul style="list-style-type: none"> a) Consistently performing tasks in the allotted time at an accurate level. b) Helping others to perform their job accurately and consistently.
Being proactive instead of reactive.	<ul style="list-style-type: none"> a) Only do work when asked. b) Seeing a need but leaving it for someone else to address. 	<ul style="list-style-type: none"> a) Seeing a need and addressing it. 	<ul style="list-style-type: none"> a) Actively seeking out and identify problems before they crop up. b) Supporting others when needs arise in their job duties.

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FCM Department Value: Diversity

	Indicators of Ineffective Behavior (Needs Improvement)	Indicators of Successful Behavior	Indicators of Exceptional Behavior
Making an effort to know people from other groups.	<ul style="list-style-type: none"> a) Not communicating with co-workers or other County staff. b) Making derogatory remarks about others. 	<ul style="list-style-type: none"> a) Working well with co-workers or other County staff. b) Being pleasant, friendly and professional. 	<ul style="list-style-type: none"> a) Always seeing and recognizing the good in others. b) Helping others to know people from other groups.
Treating others fairly and consistently.	<ul style="list-style-type: none"> a) Making derogatory remarks about others. b) Only communicating or helping certain co-workers. 	<ul style="list-style-type: none"> a) Being pleasant, friendly and professional. b) Treating everyone the same. c) Listening, being willing to consider other perspectives. 	<ul style="list-style-type: none"> a) Helping others to be friendly, pleasant and professional. b) Seeking out different perspectives.
Being open to change that will provide better service.	<ul style="list-style-type: none"> a) Unwilling to change. b) Not my job. 	<ul style="list-style-type: none"> a) Open to changes that provide better service or allow work to be done more effectively or efficiently. 	<ul style="list-style-type: none"> a) Suggesting changes that provide better service or allow work to be done more effectively or efficiently. b) Helping others to implement change.

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FCM Department Value: Shared Purpose

	Indicators of Ineffective Behavior (Needs Improvement)	Indicators of Successful Behavior	Indicators of Exceptional Behavior
Working with other County Departments to help do our jobs more effectively.	<ul style="list-style-type: none"> a) Not my job. b) Ignoring requests from other departments. 	<ul style="list-style-type: none"> a) Answering reasonable requests for work outside of our normal scope of work. 	<ul style="list-style-type: none"> a) Recognizing needs and addressing them before they are requested by departments or supervisor.
Effective communication between the day and night shift.	<ul style="list-style-type: none"> a) Ignoring and failing to pass on issues. b) Not attending quarterly and monthly staff mtgs. 	<ul style="list-style-type: none"> a) Communicating custodial or maintenance needs between shifts. b) Attending quarterly and monthly staff mtgs. 	<ul style="list-style-type: none"> a) Recognizing and reporting urgent safety needs.

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FCM Department Value: Stewardship of Resources

	Indicators of Ineffective Behavior (Needs Improvement)	Indicators of Successful Behavior	Indicators of Exceptional Behavior
Staying current with new technologies allowing us to do our jobs more efficiently and economically.	<ul style="list-style-type: none"> a) Refusing to participate in any training. b) Ignoring changes instituted to do our work more effectively or efficiently. 	<ul style="list-style-type: none"> a) Attending scheduled training. b) Implementing ideas or technologies allowing us to do our jobs more efficiently and economically. 	<ul style="list-style-type: none"> a) Suggesting training that allows us to do our jobs more efficiently and economically. b) Helping others to implement ideas or technologies allowing us to do our jobs more efficiently and economically.
Resolving issues with Department resources before considering using tax dollars on outside vendors.	<ul style="list-style-type: none"> a) Refusing to do work an outside vendor could do. 	<ul style="list-style-type: none"> a) Resolving issues with Department resources before considering using tax dollars on outside vendors. b) Identifying resources needed to complete work in-house. 	<ul style="list-style-type: none"> a) Helping others to complete work instead of calling an outside vendor. b) Identifying work that needs to be done and suggesting a course of action that utilizes department resources.
Providing a quality preventive maintenance program to extend the life of County assets.	<ul style="list-style-type: none"> a) Refusing to use the preventive maintenance software. b) Refusing to do preventive maintenance work. 	<ul style="list-style-type: none"> a) Utilizing the PM software. b) Performing scheduled preventive maintenance on time and to standards. 	<ul style="list-style-type: none"> a) Identifying equipment that needs to be added to the preventive maintenance pr

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