

Merit and OPC Performance Rating Matrix for Management Employees

- During the year-end evaluation, Supervisors will rate each [competency statement](#) on a 4-point scale. The average of those ratings will result in the overall competency rating. The average of the seven competency ratings will equal the overall performance rating.
- Ratings are based on overall performance throughout the cycle.

Rating	(1) Needs Improvement	(2) Meets Performance Objectives ¹	(3) Exceeds Performance Objectives ²	(4) Demonstrates Exceptional Performance ³
Rating Definition	<ul style="list-style-type: none"> • Performance improvement and/or skill development needed to increase effectiveness and meet competency expectations. • Requires closer supervision than is necessary for the job. 	<ul style="list-style-type: none"> • Performance normally meets and sometimes exceeds competency expectations for the position. • Proficient in the performance of responsibilities expected for the position. 	<ul style="list-style-type: none"> • Performance frequently rises above competency expectations for the position. • Is often a model or mentor for others in the competency area. 	<ul style="list-style-type: none"> • Performance is consistently, substantially above competency expectations for the position. • Is a model or mentor for others in the competency area.
Merit Increase	0%	3%	6%	9%

Footnotes:

¹ Not to exceed the Advertised Maximum. Reviewer approval required.

² Not to exceed the Advertised Maximum. Department Head approval required.

³ Not to exceed the Exceptional Performance Maximum. Department Head approval required.

Click here to access the [Salary Schedule](#) for Management Employees.