

PERFORMANCE PLANNING		PERFORMANCE EVALUATION	
COMPETENCY	EXPECTED PROFICIENCY LEVEL	BEHAVIOURAL EXAMPLE	RATING
Public Health Sciences	2	Inspected all high risk food premises in accordance with Food Safety Protocols and explained to operators the need for any necessary changes. All food premises were in compliance after re-inspection. Attended in-service on preparing effective power point presentations and shared learnings with team at department meeting.	ME
Assessment & Analysis	3	Reviewed compliance reports for food premises in assigned district to identify trends in non-compliance and prepared monthly statistical reports. Reviewed all school nourishment program facilities in assigned district to identify food preparation and dishwashing equipment needs in preparation for funding proposal.	ME
Policy & Program Planning, Implementation & Evaluation	3	Revised food handler training course to include all Food Safety Protocol required components. Developed process evaluation questions. Piloted new course, and revised schedule based on participants' feedback.	ME
Partnerships, Collaboration & Advocacy	3	Joined school board's nutrition committee to ensure food safety matters are considered in their school nutrition policy. Participated as Environmental Health representative on Health Unit's Determinants of Health committee and identified ways that public health inspectors can increase accessibility of their food safety information to low-income residents. Shared that information with team members.	ME
Diversity & Inclusiveness	3	Aware of translation services available for clients and have utilized service when needed to ensure understanding of inspection and enforcement. Keep up to date on different foods brought into Canada and the food health hazard implications.	ME
Communication	3	Able to apply conflict resolution techniques of listening and reflecting to influence and enforce clients and operators	ME
Leadership	2	Participated on a workgroup to assess knowledge gaps for inspectors. Arranged for speaker on free standing meat plants to come in and present. Mentored and trained student over the summer.	ME
Ethics & Professionalism	3	Kept up to date with current food health hazard issues.	ME