Ways to evaluate staff tax season performance

* Does staff person make repeated errors
* Does staff person listen to instructions
* Does staff person follow procedures
* Does staff person omit required standardized workpapers or lead sheets
* Does staff continuously miss deadlines
* Does staff person seem to always work under pressure
* Do clients complain about staff people who doesn’t return calls
* Do clients complain that staff person is not responsive to their questions
* Does staff person shows an inability to finish their work without proding and excessive follow up
* Does staff person routinely keeps the partner or manager informed of their progress and questions and concerns of clients

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