

Job Readiness Rating Scale Form

Work Experience Program Application

NAME: _____ GRADE: _____ DATE: _____

INSTRUCTOR: Your experience with this student will help determine his/her educational plans. Please assign a number to the following traits as indicated:

(1) POOR (2) FAIR (3) GOOD (4) EXCELLENT

<i>PLEASE INITIAL THE RATING ON THE APPROPRIATE LINE</i>		CLASS PERIODS					
		1	2	3	4	5	6
ATTITUDE TOWARDS WORK	Work Interest, Enthusiasm, Willingness to work						
COOPERATION	Ability to get along with people in various capacities and situations						
INITIATIVE	Assertive, Resourceful, Willing to assume responsibilities						
QUALITY OF WORK	Accuracy and thoroughness						
QUANTITY OF WORK	Productivity, Amount of work accomplished						
PERSONAL GROWTH	Ability to accept positive and negative feedback						
ALERTNESS	Ability to learn, Retain, Use information methods and techniques						
SAFE WORK HABITS	Promote Safety and follow procedures						
APPEARANCE	Appropriate grooming and dress						
ATTENDANCE	Regular and punctual						
<i>Instructor's Initial</i>							

COURSE TITLE	PERIOD	COMMENTS
_____	1 st	_____
_____	2 nd	_____
_____	3 rd	_____
_____	4 th	_____
_____	5 th	_____
_____	6 th	_____