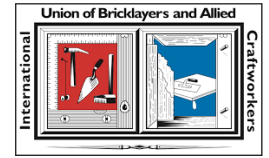




Southern Ohio Kentucky Regional Training Center



Apprentice Monthly Evaluation Form To be completed by Foreman or Supervisor

Employee _____

Date _____

Title _____

Time in Present Position _____

Date of Last Review _____

Attendance ___ Tardies ___ Unexcused ___ Excused ___

GENERAL

	Exceeds	Meets	N.I.
1. Accountability - Accepts responsibility for actions, answerable to consequences	3	2	1
2. Punctuality & Attendance - Is rarely absent, arrives punctually, works required hours	3	2	1
3. Cooperation -- Has ability to get along with coworkers and management	3	2	1
4. Attitude/Respectfulness	3	2	1
5. Quality of Work – is thorough, accurate, and neat in work	3	2	1
6. Safety – Contributes to a safe and secure work environment	3	2	1

Total Overall Score _____

Employers Remarks and Recommendations

Apprentice Comments

Current Wage Rate _____

Supervisors Signature _____ **Apprentice Signature** _____