

the on of the 8 characteristics the box which your judgment of the applicant.

| | | Excellent | Good | Fair | Poor | Not Observed |
|----|------------------------------------------------------------------------------------------------------------------------|-----------|------|------|------|--------------|
| 1. | Attendance and Punctuality-attends as scheduled, arrives on time and stays through session. | | | | | |
| 2. | Respect-respects legitimate authority and works constructively through proper channels to resolve grievances respects. | | | | | |
| 3. | Responsibility-takes responsibility for his/her own behavior. | | | | | |
| 4. | Teamwork-is able to participate as a team | | | | | |
| 5. | Organization-is consistently prepared and able to | | | | | |
| 6. | Response to feedback-can hear and use constructive criticism. | | | | | |
| 7. | Emotional maturity-handles situations and personal emotions in a professional | | | | | |
| 8. | Communications-use effective written and oral communication skills. | | | | | |

Summary Recommendation

I would highly recommend this

I would recommend this

I hesitate to recommend this

I would not recommend this

Comments (Include a second sheet if necessary)