

REGISTERED APPRENTICESHIP PROGRAM – EVALUATION

For the period from _____ to _____
Insert beginning date Insert end date

Student _____ Company _____ Date _____

Safety	Excellent 85-100%	Very Good 70-85%	Satisfactory 50-70%	Poor Below 50%	Not Applicable
• Assures personal safety					
• Uses correct safety equipment					
• Reports injuries					
• Maintains safe workplace environment					
• Follows applicable safety and health regulations					
• Demonstrates safe practices					
• Is aware of the importance of safety					
• Identifies potential health and safety hazards					
Personal and Social Skills	Excellent 85-100%	Very Good 70-85%	Satisfactory 50-70%	Poor Below 50%	Not Applicable
• Works effectively as a member of one or more teams					
• Works well with colleagues					
• Works well with customers					
• Accepts advice and criticism well					
• Demonstrates improvement following advice or criticism					
• Accepts responsibility					
• Makes informed decisions					
• Applies risk management strategies					
• Reacts appropriately to uncertainty					
• Clean and well-groomed					
• Suitable attired for the job					
• Brings necessary equipment					
Work Quality and Work Habits	Excellent 85-100%	Very Good 70-85%	Satisfactory 50-70%	Poor Below 50%	Not Applicable
• Ability to learn new job skills					
• Shows interest in learning new job skills					
• Follows instructions					
• Completes duties in a reasonable amount of time					
• Completes duties accurately					
• Contacts supervisor if absent					
• Solves problems and makes decisions					
• Demonstrates planning abilities					
• Organizes time well					
• Takes responsibility for own learning					
• Is able to adapt to change					
• Demonstrates flexibility					

	Excellent 85-100%	Very Good 70-85%	Satisfactory 50-70%	Poor Below 50%	Not Applicable
Skills & Knowledge					
• Uses correct techniques					
• Demonstrates proper care for working area					
• Demonstrates proper care of material & supplies					
• Demonstrates proper care of equipment & tools					
• Demonstrates proper behaviours					
• Provides appropriate services					
• Demonstrates safe practices					
• Has knowledge appropriate to task					
• Identifies materials appropriate for task					
• Selects correct tools, equipment and/or processes					
Attitudes	Excellent 85-100%	Very Good 70-85%	Satisfactory 50-70%	Poor Below 50%	Not Applicable
• Attitude toward job					
• Demonstrates initiative					
• Appreciates opportunity to learn					
• Is aware of importance of safety					
• Is on time every day					
• Demonstrates strong work ethic					
• Demonstrates tolerance and understanding					
Communication Skills	Excellent 85-100%	Very Good 70-85%	Satisfactory 50-70%	Poor Below 50%	Not Applicable
• Listens attentively					
• Understands verbal instructions					
• Understands written instructions					
• Recognizes when clarification of instruction is necessary					
• Articulates ideas clearly					
• Enunciates clearly					
• Uses English writing skills effectively					
Comments					

Signatures

Supervisor

Date

Ray Guenette
RAP Coordinator
John Paul II High School