

# Job Readiness Competencies Form 2

Name \_\_\_\_\_

<b>Demonstrated behavior</b>	<b>YES</b>	<b>NO</b>	<b>Comments</b>
Arrives on time			
Has good attendance record			
Returns from breaks on time			
Can accept constructive criticism			
Can deliver constructive criticism			
Has a good work attitude			
Takes pride in work			
Is easily supervised			
Is a good team worker			
Can work unattended			
Is conscientious and dependable			
Shows initiative			
Completes assignments on time			
Has good overall time-management skills			
Shows respect for others			
Listens and pays attention			
Handles problems well			
Can assume a leadership role			
Recommended for job placement?			

Areas of strength

\_\_\_\_\_

\_\_\_\_\_

Areas for improvement

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