

Journeyman Inside Wireman's Evaluation of Apprentice

-This form is to be filled out in INK by the Journeyman the Apprentice is working with.

-Journeyman is to review the evaluation with the Apprentice.

-Apprentice **MUST** sign and return the evaluation to the JATC **by the 5th of every month** .

APPRENTICE Name: _____

How Long has this

Month: _____

Apprentice been working for you?

Months	Days

INITIATIVE

- Room for Improvement
- Average
- Helps Keep the Job Moving

MECHANICAL APTITUDE

- Very Little
- Average
- Very High

SAFETY RULES

- Disregard Rules
- Average
- Very Safety Conscious

ATTITUDE

- Resentful - Uncooperative
- Acceptable
- Cooperative – Helpful & Alert

RESPONSIBILITY

- Unconcerned - Lackadaisical
- Acceptable
- Very Dependable

USE OF WORKING TIME

- Frequently Loafs
- Fairs
- Always Stays Busy

TARDINESS

- Frequently Late
- Seldom Late
- Never Late

ACCURACY

- Makes Many Careless Errors
- Average
- Does It Right

APPEARANCE/HYGIENE

- Poor – Needs Attention
- Acceptable
- Always Neat and Presentable

ATTENDANCE

- Frequently Off Work
- Seldom Off Work
- Never Off Work

COMMUNICATION SKILLS

- Does NOT Easily Understand
- Average
- Almost Always Understands

TOOLS

- Has Proper, Well-Maintained Tools
- Lacks Proper Tools

ATTIRE

- Wears Proper Work Clothes
- Does NOT Dress for the Job

Jobsite Location: _____

ANY CONCERNS SHOULD BE ADDRESSED IMMEDIATELY WITH THE APPRENTICE

Considering their time in the Apprenticeship, the Apprentice's knowledge of the trade is:

- Unsatisfactory
- Below Average
- Average
- Above Average

Journeyman Comments: _____

I HAVE DISCUSSED THESE COMMENTS AND THIS EVALUATION WITH THE APPRENTICE.

Apprentice's Signature

Date

Journeyman's Signature

Date

Journeyman's Printed Name

****PLEASE MAKE SURE APPRENTICE'S NAME IS PRINTED AT THE TOP OF THIS FORM. THIS FORM MUST BE COMPLETED AND RETURNED TO THE JATC BY THE DUE DATE. (5TH OF EVERY MONTH)****