



Registered Apprenticeship Program (RAP) EMPLOYER'S EVALUATION

EMAIL COMPLETED FORM TO: ebhsoffcampus@prrd.ab.ca

STUDENT: _____ COMPANY: _____

EVALUATED BY: _____ DATE: _____

HOURS TO DATE (as previously reported): _____ HRS

HOURS WORKED (this reporting period): from _____ to _____ = _____ HRS

FOR OFFICE USE ONLY:										
INTERN	15a	25a	25b	25c	35a	35b	35c	35d	Total hours:	<input style="width: 80px; height: 30px;" type="text"/>

Rate the student on the skills below by indicating the score that best describes them as a worker.

5 = OUTSTANDING 4 = VERY GOOD 3 = SATISFACTORY 2 = FAIR 1 = UNSATISFACTORY N/A = Not applicable

EMPLOYABILITY SKILLS

SAFETY	RATING	Comments:
1. Follows safety and health regulations		
2. Maintains a safe workplace environment		
3. Identifies potential health and safety hazards		
4. Assures personal safety		
5. Identifies workplace hazards		
WORK QUALITIES AND HABITS	RATING	Comments:
1. Shows initiative		
2. Shows interest in learning new job skills		
3. Able to solve problems		
4. Demonstrates planning abilities		
5. Is productive in performing tasks		
ATTITUDE AND COMMUNICATION SKILLS	RATING	Comments:
1. Contacts supervisor if absent		
2. Demonstrates strong work ethic		
3. Listens attentively		
4. Follows instructions		
5. Articulates ideas clearly		
PERSONAL AND SOCIAL SKILLS	RATING	Comments:
1. Makes informed decisions		
2. Works well with colleagues		
3. Accepts advice and criticism well		
4. Reacts appropriately to uncertainty		
5. Suitably attired for the job (incl. equipment)		

WORKPLACE SKILLS

VOCATIONAL KNOWLEDGE, SKILLS & ATTITUDES	RATING	Comments:
1. Is on time for work		
2. Completes work accurately		
3. Selects correct tools, equipment &/or processes appropriate to task		
4. Shows an appreciation for the opportunity to learn		
5. Is able to perform current job specific skills to industry standard (list skills below):		
a)		
b)		
c)		
d)		
e)		

Additional comments (would be welcome and helpful to the student):

SIGNATURES:

_____ (RAP Student) _____ (Supervisor / evaluator) _____ (RAP coordinator)

FOR OFFICE USE ONLY:				
<u>Assessment</u>		<u>RAP15</u>	<u>RAP25</u>	<u>RAP35</u>
Employability skills	/100 = ____ %	40% (x 0.4) = ____	30% (x 0.3) = ____	20% (x 0.2) = ____
+				
Workplace skills	/45 = ____ %	60% (x 0.6) = ____	70% (x 0.7) = ____	80% (x 0.8) = ____
Total:		____ %	____ %	____ %