



EVALUATION FORM APPRENTICE

APPRENTICE: _____ LEVEL (1-5): _____

EMPLOYER: _____ DATE: _____

This form is to be completed by the contractor (preferably by the responsible foreman or journeyman) for each apprentice when an apprentice leaves the contractors' employ for any reason. Once completed, the evaluation should be forwarded to both organization as follows:
IBEW, jharrison@ibew586.org and Ottawa ECA, stephanie@ecaottawa.ca.

TRAIT	Low (1)	High (5)	SCORE 1-5
Attendance:	Misses at least 1 day per week	Always at work	
Punctuality:	Late at least 1 day per week	Always on time	
Appearance:	Unworkmanlike	Clean and tidy	
Teamwork:	No Interest	Excellent	
Ability to Retain Instructions:	Poor	Excellent	
Ability to training:	Poor	Excellent	
Mechanical Aptitude:	Poor	Excellent	
Workmanship:	Poor	Excellent	
Attitude:	Poor	Excellent	
Self Sufficiency:	Poor	Excellent	

Additional Comments: *(Elaborate on the score above and outline any positive/ negative feedback.)*

Supervisor (Print Name): _____

Supervisor (Signature): _____

Apprentice: I acknowledge that I have seen this document Agree Disagree