

JOURNEYMAN/FOREMAN EVALUATION OF APPRENTICE

Name: _____

Year: _____

The journeyman & foreman should keep in mind where the apprentice is currently in the program and how they should be performing at that level of the program. This is a learning tool, no one can improve if they do not know they need to improve.

Attendance: Is the apprentice on time and at work every day?

Acceptable

Needs Improvement

Unacceptable

Attire: Is the apprentice dressed appropriately for the environment they are working in?

Acceptable

Needs Improvement

Unacceptable

Tools: Does the apprentices have the minimum tools required?

Acceptable

Needs Improvement

Unacceptable

Safety: Does the apprentice follow onsite safety rules and wear the proper PPE?

Acceptable

Needs Improvement

Unacceptable

Attitude: Does the apprentice have a positive attitude and a willingness to learn?

Acceptable

Needs Improvement

Unacceptable

Quality & Accuracy: Is the apprentices work done with quality and with accuracy?

Acceptable

Needs Improvement

Unacceptable

Quantity of Work: Is the apprentice keeping up with the pace of the job?

Acceptable

Needs Improvement

Unacceptable

Adaptability: Is the apprentice able to shift to different jobs smoothly?

Acceptable

Needs Improvement

Unacceptable

Initiative: Does the apprentice take initiative in their work?

Acceptable

Needs Improvement

Unacceptable

Mechanical Aptitude: Does the apprentice show a working knowledge of mechanical operations?

Acceptable

Needs Improvement

Unacceptable

In your opinion, should this apprentice be rotated to a different type of work? YES NO

What is one of this apprentices strengths? _____

What is one of this apprentices weaknesses? _____

Journeyman: Please Print Name: _____

Apprentice Please Print Name: _____ Signature: _____

Foreman Signature: _____