Apprentice Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Occupational Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period Ending \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Evaluation conducted by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Note: add any comments below each criteria

**Criteria** **Yes No**

OJT Record is complete and appropriately distributed over Work Processes 

Quality: Accuracy and consistency in meeting requirements and tolerances 

Quantity: Volume of acceptable work produced 

Knowledge of hand tools and machines necessary for the job 

Knowledge of Materials encountered and used in the job 

Knowledge of plans, drawings and blueprints as well as related specifications 
and effectively applies these to the job

Planning, Organization and Judgment: Ability to plan ahead, schedule and 
layout work to best use, analyze problems, obtain and evaluate information

Teamwork/Interpersonal Skills: Ability to work with others 

Initiative: Independent thinking and effectiveness; self-motivation 

Work habits: Considers the safety of equipment, fellow workers and himself 
Leaves a clean, neat work area