



Journeyman Evaluation of Apprentice



- This side 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 date established.

Print Clearly

Apprentice Name _____

How long has this apprentice been working with you?

MONTHS

DAYS

COMPLETELY Fill in the Ovals that Best Describe this Apprentice. PLEASE Give Us YOUR Comments

INITIATIVE

- Room for Improvement
- Average
- Helps Keep Job Moving

MECHANICAL APTITUDE

- Very Little
- Average
- Very High

SAFETY RULES

- Disregards Rules
- Average
- Very Safety Conscious

ATTITUDE

- Resentful - Uncooperative
- Acceptable
- Cooperative - Helpful and Alert

RESPONSIBILITY

- Unconcerned - Lackadasical
- Acceptable
- Very Dependable

USE OF WORKING TIME

- Frequently Loafs
- Fair
- 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

COMMUNICATIONS SKILLS

(Understanding Verbal Instructions)

- 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

Shortcomings Should Be immediately Addressed and Discussed with the Apprentice.

Considering Their Time in Apprenticeship, the Apprentices's Knowledge of the Trade Is:

- Unsatisfactory
- Below Average
- Average
- Above Average
- Exceptionally High

Jobsite Location: _____

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 _____

**This Form Must Be Completed and Returned to the JATC
Forms are due by the 1st Tuesday of each month by 4 p.m.**

