



10722 Arrow Route Suite #808, Rancho Cucamonga, CA 91730

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## Worksite Monitoring

Participant: \_\_\_\_\_ Mentor: \_\_\_\_\_

Worksite: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

Employability Factors & Work Habits	Rating & Comments	5 - Superior
		4 - Very Good
		3 - Satisfactory
		2 - Needs Improvement
		1 - Unsatisfactory
Maintains a positive Attitude		
Positive customer service skills		
Attendance – Reports to work on time		
Attendance - Returns from breaks on time		
Appearance - good grooming & hygiene habits		
Dresses appropriately for the job		
Shows initiative & Ambition		
Accountability – has ethical behavior		
Completes tasks in timely manner		
Follows direction		
Works independently		
Quality of work		
Accepts authority of supervisor		
Works well with coworkers		
Respects the rights of others		
Follows company rules and regulations		
Appreciation – has attitude of gratitude		
Accepts guidance or correction well		
Work Site Agreement at location		

\_\_\_\_\_  
Career Mentor Signature

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Participant Signature