

Asheboro/Randolph Teen Court Program

Terra Lataille, Coordinator
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JOB PERFORMANCE RATING

YOUTH'S NAME:

SUPERVISOR'S NAME:

Please circle all applicable areas:

	<u>Exceeds Expectations</u>	<u>Performs at Expected Levels</u>	<u>Needs Improvement</u>	<u>N/A</u>
I. ATTENDANCE/PROMPTNESS:				
a) Comes to work when scheduled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) On time for work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Notifies employer when sick or unable to be on time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. APPEARANCE:				
a) Dresses appropriately	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Clean and well groomed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. ATTITUDE:				
a) Keeps busy - looks for things to do	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Eager to learn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Accepts new responsibilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Accepts constructive criticism	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e) Refrains from "clock watching" - works as long as he/she is needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. RELATIONSHIPS:				
a) Learns and applies the necessary skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Is helpful to others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Is positive and pleasant to work with	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. ATTITUDE/ABILITIES:				
a) Learns and applies the necessary skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Projects positive image when dealing with the public	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Performs tasks with minimal supervision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Performs work of high quality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please add any comments that might be helpful in pinpointing areas of progress and those areas that need improvement.

Supervisor's Signature

Were you able to review the timesheet with the client, prior to his/her completion? Yes No

Overall, was the youth's work completed in a satisfactory manner? Yes No