



**Being Consistently Punctual & Maintaining Regular Attendance**

Work Maturity Post-Assessment

Supervisor's Evaluation

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

Date: \_\_\_\_\_

Training Site: \_\_\_\_\_

Rater: \_\_\_\_\_

Directions: Please rate the participant in comparison to the standards you would expect an average, recently hired employee to do. For each item, please circle the number which corresponds to what you think is a fair description of the participant's recent performance. The participant must have an average score of "2" to successfully complete this area. Participant must demonstrate this skill over at least 80 hours (10 working days).

**Rating Scale:**

**3:** Exceeds Worksite Standard

**2:** Meets Worksite Standard

**1:** Needs Improvement

**X:** Can't Be Evaluated At This Time

|    |  |   |   |   |   |
|----|--|---|---|---|---|
| A. | Participant is on the job regularly, except for excused absences or emergencies.     | 3 | 2 | 1 | X |
| B. | Participant is on time reporting to work and returning from breaks.                  | 3 | 2 | 1 | X |
| C. | Participant notifies supervisor in a timely manner in case of absences or tardiness. | 3 | 2 | 1 | X |
| D. | Compute average evaluation score.  | 3 | 2 | 1 | X |

Comments:

Rater Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_