



Job Training Program Competency Profile

EMPLOYABILITY SKILLS:

- Maintain good attendance and punctuality
- Demonstrate consistently appropriate personal hygiene and grooming
- Cooperate with others
- Perform simple assembly jobs at a competitive rate
- Follow demonstrated and sample directions
- Follow routine
- Demonstrate ability to complete assigned task with good speed and quality
- Demonstrate appropriate social interactions with peers
- Perform multi-step assembly jobs at a competitive rate
- Follow simple written directions
- Interact appropriately with supervisors
- Accept constructive criticism
- Establish positive work relationships
- Work independently
- Demonstrate flexibility in work assignments
- Exhibit stamina
- Recognize and correct mistakes
- Show initiative
- Seek help when needed

Instructor _____

Date _____