

Anderson Districts I and II Career and Technology Center

702 Belton Highway
Williamston, SC 29697

Employability/Soft Skills Evaluation Form

Telephone: (864) 847-4121

Fax: (864) 847-3539

Name:		Program:	
School:		Grade:	
School Year:		Instructor:	

10=Excellent (Always) 93-100	9=Above Average (Frequently) 85-92	8=Average (Usually) 77-84	7=Needs Improvement (Seldom) 70-76	6=Unacceptable (Never) 60-69
Q1	Q2	Q3	Q4	Employability Indicators
				Responsibility for attendance, promptness, and being prepared for work.
				Attitude/Cooperation/Integrity/Respect
				Communication Skills: Speaking, writing, listening, reading.
				Demonstrate courtesy and good customer relations skills
				Ability to complete work through effort, staying on task and using time efficiently
				Ability to work with others and contribute ideas to the class
				Ability to take responsibility for actions and accepts the consequences for behavior
				Ability to self-evaluate and accept feedback
				Ability to safely manage materials, equipment, and space by respecting rules
				Self-Management/Initiative/solve problems using a variety of strategies
				Ability to follow written directions
0	0	0	0	Quarterly Average

Comments:

Student's Signature _____

Parent Signature _____