

## JOINT APPRENTICESHIP COMMITTEE

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### COMPETENCY ANALYSIS PROFILE

APPRENTICE:

TERM:

Circle your evaluation of the Apprentice's competency in each area.  
1- Poor    2- Fair    3- Satisfactory    4- Good    5- Excellent

1	2	3	4	5	Attitude ( <i>enthusiasm, willingness to learn, co-operation</i> )
1	2	3	4	5	Promptness ( <i>on time for work; responds willingly</i> )
1	2	3	4	5	Integrity ( <i>hygiene, neatness, ability to present self, honest and sincerity</i> )
1	2	3	4	5	Demonstrates an interest in the trade ( <i>willing to learn, asks why and how with intelligence</i> )
1	2	3	4	5	Ability to take instruction ( <i>understands, questions when clarification needed, requires little subsequent clarification</i> )
1	2	3	4	5	Carries out instructions ( <i>completes assignments, strives for quality, able to recognize levels of acceptability</i> )
1	2	3	4	5	Ability to work safely ( <i>abides by safety policies, shows good safety awareness, work habits do not endanger fellow workers or equipment integrity, good housekeeping habits</i> )
1	2	3	4	5	Mathematical Ability
1	2	3	4	5	Mechanical Ability
<b>General Comments</b> (attach separate sheet if space insufficient)					If any category rating is under a three (3), please provide details to be addressed at the Joint Apprenticeship Council.

Was this Analysis reviewed with the apprentice?    Yes        No   

Signature of apprentice: \_\_\_\_\_

(Must be signed)

\_\_\_\_\_  
Name of person completing CAP (please print)

\_\_\_\_\_  
Name of Employer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date