

West Bay Transition & Vocational Services On-Site Assessment Profile

NAME:	JOB COACH
WORK SITE:	Assessment Period:
DEPARTMENT:	SUPERVISOR:

Job Title:

Job Description:

Job Performance Rating:				
(0)	(1)	(2)	(3)	(4)
No opportunity for observation	Did not meet industry standards	Inconsistently met industry standards	Consistently met industry standards	Consistently exceeded industry standards

Attendance & Punctuality: *Presence & Absence record for an average monthly period. Promptness reporting to and from lunch/breaks during the assessment period.*

<i>Total Days</i>	<i>Days Attended</i>	<i>Days Late</i>

Appearance: *Maintaining a neat appearance using proper daily grooming, hygiene, and maintenance of clothing.*

Work Attitude and Motivation: *Initiative, drive to perform and follow through on assigned tasks*

Independent Functioning: *Amount of supervision required when working on a familiar mastered task*

Environmental Orientation: *Level of assistance required traveling through a work environment*

Concentration: *The ability to maintain work pace and attention in response to movement and/or noise in the environment*

Flexibility: *Ability to adapt to changes in routine*

Judgment: *The ability to make decisions based on non-routine variables*

Interfering Behavior: *Disruptive or unusual behavior exhibited in a workplace setting*

Peer Relations: *Communication, treatment, and attitude toward peers/colleagues*

Response to Criticism/Stress: *Ability to accept constructive criticism from a supervisor and/or instructor*

Cooperation: *Ability to work as part of a team and get along with others*

Public Relations: *Communication, treatment, and attitude toward of the public in a work or community situation*

Work Quantity: *The ability to maintain a rate of production to produce a quota of work or assigned tasks (without assistance)*

Work Quality: *The ability to maintain production standards of neatness and accuracy of product or task completed (without assistance)*

Endurance: *The ability to maintain a consistent work pace for a full day*

Skill Transfer: *The ability to generalize skills acquired on one task to a new task*

Sequencing: *The ability to perform a series of tasks in a pattern to complete a job or cycle of a job (with no assistance)*

Improvement with Repetition: *The ability to increase quality and speed with repeated efforts on a job or task*

Other Areas	Needs Assessment	Good	OK	Needs Improvement
Manipulation/Coordination/Dexterity				
Eye-Hand Coordination				
Strength				
Following Safety Rules				
Memory				
Care of Equipment & Materials				
Fine Motor Skills				
Gross Motor Skills				

Comments/ Incidents: