

Four County Career Center Work Transition Program

Vocational Evaluation

Student _____ Gender _____ School _____

Date of Birth _____ Age _____ Grade _____ Social Graduation _____

Parent/Guardian _____

Address _____

Phone Number _____

Evaluator _____ Title _____

Date _____

Directions:

Write the appropriate RATING indicating student **PROFICIENCY LEVEL** for the related behavior.

1 = LOW 2 = MEDIUM 3 = HIGH

WORK RELATED BEHAVIORS

Social

- 1. Handles stress and frustration _____
- 2. Handles failure. _____
- 3. Admits mistakes. _____
- 4. Accepts praise. _____
- 5. Makes eye contact _____
- 6. Has neutral or pleasant facial expression _____
- 7. Respects the feelings of others _____
- 8. Responds to friendly gestures of smiles _____
- 9. Refrains from unnecessary social interaction _____
- 10. Sets personal goals _____

Communication

- 1. Participates in social conversation _____
- 2. Expresses personal needs _____
- 3. Initiates and ends conversations _____
- 4. Interrupts appropriately _____
- 5. Listens and pays attention _____
- 6. Takes part in group activities _____
- 7. Respects rights and privacy of others _____
- 8. Asks for help at appropriate times _____
- 9. Asks for clarification of instructions _____
- 10. Communicates adequately _____

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Appearance

- 1. Maintains clean appearance _____
- 2. Maintains good hygiene _____
- 3. Maintains good posture _____
- 4. Dresses appropriately for the job _____
- 5. Is cheerful and has a sense of humor _____

Job Performance

- 1. Follows adult directions _____
- 2. Accepts adult criticism _____
- 3. Follows general rules and regulations _____
- 4. Follows a schedule _____
- 5. Maintains good attendance _____
- 6. Attends to job task consistently _____
- 7. Completes tasks independently _____
- 8. Completes tasks accurately _____
- 9. Observes safety rules _____
- 10. Keeps work area neat _____
- 11. Returns supplies to proper area _____
- 12. Initiates new tasks _____
- 13. Works at appropriate rate _____
- 14. Works well with co-workers _____
- 15. Asks for help when needed _____

Interest Inventory (Vocational Attitudes)

- 1. Shows a desire to do specific jobs _____
- 2. Knows what to look for in a job (duties, salary, hours, location) _____
- 3. Communicates best workplace (in/outdoors, small/large area) _____
- 4. Knows which jobs he/she does best _____
- 5. Is willing to try different jobs _____
- 6. Can identify jobs he/she is not willing to do _____
- 7. Can identify training needed for specific jobs _____
- 8. Is aware of own limitations which limits types of jobs _____
- 9. Can identify jobs which are too hard to learn to do _____
- 10. Is aware of health problems which limit ability to do specific jobs _____

TOTAL _____

Rating: Low = 50-83 MEDIUM = 84-117 HIGH = 118-150

Score:

Comments: