



Employee Performance Review Apprentice Analysis



Apprentice: _____

Complete this review using the following scale:

1. Work is of excellent quality with minimum errors.
2. Work is of good quality with occasional errors.
3. Work is of fair quality with considerable errors.
4. Work is of poor quality with excessive errors and requires constant supervision.

Did the apprentice call the day before in a timely manner?

Did the apprentice arrive at an appropriate time?

Was the apprentice properly dressed?

Did the apprentice display an acceptable level of hygiene? (properly groomed, tattoos covered, etc.)

Did the apprentice display a desire to work?

Did the apprentice display a desire to learn?

Did the apprentice stay engaged and on task all day?

Did the apprentice call the next manager in a timely manner?

Comments:

Manager Signature: _____

Date: _____