



APPRENTICE

Quarterly Field Progress Assessment

APPRENTICE NAME: _____

QUARTER:

- 1st January – March
- 2nd April – June
- 3rd July – September
- 4th October-December

YEAR: _____

TERM: _____

CONTRACTOR/COMPANY NAME _____

ASSESSORS NAME: _____

Categories	Unsatisfactory	Poor	Satisfactory	Good	Excellent
Reliability					
Punctuality	1	2	3	4	5
Attendance	1	2	3	4	5
Attitude					
Works Well With Co-Workers	1	2	3	4	5
Responds Positively to Constructive Criticism	1	2	3	4	5
Accepts Responsibility	1	2	3	4	5
Work Habits					
Quality of Workmanship	1	2	3	4	5
Acceptance of Menial Tasks	1	2	3	4	5
Demonstrates Commitment to Job	1	2	3	4	5
Comprehension					
Listens & Follows Instructions	1	2	3	4	5
Plans Ahead	1	2	3	4	5
Contributes to Problem Solving	1	2	3	4	5
Asks Questions	1	2	3	4	5
Skill Level					
Ability to Operate Equipment/Handle Tools	1	2	3	4	5
Mechanical Aptitude	1	2	3	4	5
Climbing & Mobility at Heights	1	2	3	4	5
Physical Dexterity	1	2	3	4	5
Safety					
Understands & Applies the Rules Correctly	1	2	3	4	5
Adheres to Established Safety Practices	1	2	3	4	5

NAME: _____

AREAS REQUIRING ATTENTION:

OUTCOME OF DISCUSSION:

APPRENTICE LOGBOOK HAS BEEN REVIEWED AND IS UP TO DATE: Yes: _____ No: _____

DO YOU RECOMMEND FOR TERM ADVANCEMENT? Yes: _____ No: _____

If no, please explain below.

Signed as seen by:

_____ / _____

Apprentice

Authorized Contractors' Representative

**Key grading to the expected NORM for the individual Apprentice, NOT to other apprentices/journeymen
PLEASE KEEP A COPY FOR YOUR APPRENTICE RECORDS**