



## Employability Score: 72 %

Date: 2016-03-11  
 Evaluator: Jon Torrence

Job-Seeker: John Doe

### Teachable 77 %

- Follows instructions and expectations 86 %  
 Requires minimal support. Usually meets expectations.
- Response to correction or suggestions for improvement 72 %  
 Usually responds positively to corrections / suggestions. Usually changes behavior resulting in a positive outcome.
- Focus on improvement (in performance and skills) 72 %  
 Frequently self-evaluates performance/skills. Usually motivated to learn and improve. Slow but continuous improvement. Learns if provided opportunity.

Comments:

### Punctuality 70 %

- Attendance 71 %  
 Absences are infrequent. Usually prearranged. Work progress is slowed during absents. Work returns to normal immediately upon return.
- On-time attendance (tardies) 68 %  
 Occasionally late. Sometimes communicates. The information or work missed requires minimal resources from others to bring the employee up to speed or recover the productivity loss.
- Prepared to work with appropriate materials and attire 71 %  
 Usually prepared to work when the workday begins.

Comments:

### Problem Solving 73 %

- Anticipates problems 72 %  
 Consistently analyzes problems. Consistently anticipates problems. Actions usually solve the problem. Support rarely needed.
- Perseverance 74 %  
 Perseveres when responding to challenges. Usually works at problems until resolved.

Comments:

### Productivity 70 %

- Focus on the Task 66 %  
 Usually maintains focus on tasks. Sometimes distracted but rarely distracts others. Sometimes needs redirection. Can multitask but exhibits significant stress.
- Completion and Quality of Assignments 74 %  
 Usually completes assigned work on time. Quality usually meets and sometimes exceeds standards.

Comments:

### Communication 70 %

- Listening skills 72 %  
 Is tuned in and interested. Rarely requires information to be repeated. Takes notes and clarifies critical information.
- Communication Skills 71 %  
 Verbal communication is clear and vocabulary is extensive. Written communication is professional and has no grammatical errors. Can alter communication style to match most situations.
- Appropriate language 68 %  
 Crude or disrespectful language is seldom used. Content seldom includes sexual innuendos or insensitive humor. Language is significantly improved depending on recipient.