



10722 Arrow Route Suite #808, Rancho Cucamonga, CA 91730

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## Training Site Monitoring

Participant Name: \_\_\_\_\_ Mentor: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

Training Site: \_\_\_\_\_

	<b>Rating</b> Superior - 5 Very Good - 4 Satisfactory - 3 Needs Improvement - 2 Unsatisfactory - 1	<b>Comments</b>
<b>ON THE JOB</b>		
Attendance – Reports to work on time		
Attendance - Returns from breaks on time		
Training Site Agreement		
<b>EMPLOYABILITY FACTORS</b>		
Works well with co-workers		
Respects the rights of others		
Demonstrates good grooming and hygiene habits		
Dresses appropriately for the job		
Maintains a positive attitude		
Shows initiative		
<b>WORK HABITS</b>		
Follows direction		
Works independently		
Quality of work		
Accepts guidance or correction		
Completes task in a timely manner		
Follow the rules and regulations		

Training Site Supervisor Signature: \_\_\_\_\_

Participant Signature: \_\_\_\_\_