

Job/Position: _____

For each statement, circle a number 1-5 to indicate how well that statement describes the job or position listed above. If not applicable, circle N/A.

N/A	1	2	3	4	5	Makes major decisions independently
N/A	1	2	3	4	5	Projects sincerity to clients
N/A	1	2	3	4	5	Keeps commitments and promises
N/A	1	2	3	4	5	Represents self and company with confidence
N/A	1	2	3	4	5	Maintains sound principles and standards
N/A	1	2	3	4	5	Analyzes data and/or facts
N/A	1	2	3	4	5	Visualizes new concepts and ideas
N/A	1	2	3	4	5	Makes an effort to perform with consistency at peak levels
N/A	1	2	3	4	5	Produces high quality results
N/A	1	2	3	4	5	Innovative in trouble-shooting problems
N/A	1	2	3	4	5	Works well in a quiet, harmonious environment
N/A	1	2	3	4	5	Handles difficult clients or customers skillfully
N/A	1	2	3	4	5	Makes rational choices
N/A	1	2	3	4	5	Believes in own abilities and talents
N/A	1	2	3	4	5	Develops friendly relationships with others
N/A	1	2	3	4	5	Uses good judgment in handling unfamiliar situations
N/A	1	2	3	4	5	Strong originality of thought and action
N/A	1	2	3	4	5	Effective in selling a product or idea
N/A	1	2	3	4	5	Challenges the status quo
N/A	1	2	3	4	5	Examines facts and data objectively
N/A	1	2	3	4	5	Handles multiple activities simultaneously
N/A	1	2	3	4	5	Perceives and understands the problems and concerns of others
N/A	1	2	3	4	5	Willingness to explore alternate methods
N/A	1	2	3	4	5	Takes affirmative action and uses initiative
N/A	1	2	3	4	5	Pays close attention to fine points
N/A	1	2	3	4	5	Works with others on team projects
N/A	1	2	3	4	5	Handles objections or hostility tactfully
N/A	1	2	3	4	5	Follows established rules and procedures
N/A	1	2	3	4	5	Maintains resolve in the face of obstacles
N/A	1	2	3	4	5	Works in a neat, orderly manner
N/A	1	2	3	4	5	Comfortable counseling subordinates
N/A	1	2	3	4	5	Works steadily towards a goal
N/A	1	2	3	4	5	Establishes priorities for subordinates
N/A	1	2	3	4	5	Pushes for completion of projects

Additional Comments: _____

