

**In-School  
Job Performance Rubric**

	<b>4 – Always (5 days a week)</b>	<b>3 – Usually (4/5 days a week)</b>	<b>2-Sometimes (3/5 days a week)</b>	<b>1-Never (2 or less days of the week)</b>
<b>Attitude &amp; Cooperation</b>	<ul style="list-style-type: none"> <li>-Shows respect</li> <li>-Accepts constructive criticism</li> <li>-Shows initiative</li> <li>-Excellent attitude</li> </ul> <p style="text-align: center;">(EVERY DAY)</p>	<ul style="list-style-type: none"> <li>-Respectful</li> <li>-Accepts criticism</li> <li>-Shows initiative</li> <li>-Good attitude</li> </ul> <p style="text-align: center;">(MOST DAYS)</p>	<ul style="list-style-type: none"> <li>-Respectful some days</li> <li>-Accepts criticism</li> <li>-Shows initiative</li> <li>-Good attitude</li> </ul> <p style="text-align: center;">(SOME DAYS)</p>	<ul style="list-style-type: none"> <li>-Disrespectful</li> <li>-Refuses to listen</li> <li>-Makes excuses</li> <li>-Has to redirected</li> <li>-Poor attitude</li> </ul>
<b>Reliability</b>	<ul style="list-style-type: none"> <li>-On time &amp; begins promptly</li> <li>-Perfect attendance;</li> <li>-Clean, neat &amp; prepared</li> </ul> <p style="text-align: center;">(EVERY DAY)</p>	<ul style="list-style-type: none"> <li>-On time &amp; begins promptly</li> <li>-Misses 1 day a week</li> <li>-Neat, clean &amp; prepared</li> </ul> <p style="text-align: center;">(MOST DAYS)</p>	<ul style="list-style-type: none"> <li>-On time &amp; begins promptly</li> <li>-Misses 2 days a week</li> <li>-Neat, clean &amp; prepared</li> </ul> <p style="text-align: center;">(SOME DAYS)</p>	<ul style="list-style-type: none"> <li>-Inconsistent tardies and attendance</li> <li>-Unprepared to work</li> <li>-Poor hygiene</li> </ul>
<b>Productivity / On Task</b>	<ul style="list-style-type: none"> <li>-Independent worker</li> <li>-Focused &amp; on task</li> <li>-Steady pace</li> </ul> <p style="text-align: center;">(EVERY DAY)</p>	<ul style="list-style-type: none"> <li>-Independent</li> <li>-Focused &amp; on task</li> <li>-Steady pace</li> </ul> <p style="text-align: center;">(MOST DAYS)</p>	<ul style="list-style-type: none"> <li>-Independent</li> <li>-Focused &amp; on task</li> <li>-Steady pace</li> </ul> <p style="text-align: center;">(SOME DAYS)</p>	<ul style="list-style-type: none"> <li>-Does not try to be independent</li> <li>-Not focused</li> <li>-Off task</li> <li>-Slow pace</li> </ul>
<b>Quality of work</b>	<ul style="list-style-type: none"> <li>-Work completed correctly</li> <li>-Finds mistakes &amp; corrects them</li> <li>-Shows pride</li> </ul> <p style="text-align: center;">(EVERY DAY)</p>	<ul style="list-style-type: none"> <li>-Work completed with very few prompts</li> <li>-Makes corrections with help</li> <li>-Shows pride most days</li> </ul> <p style="text-align: center;">(MOST DAYS)</p>	<ul style="list-style-type: none"> <li>-Work completed with help</li> <li>-Makes corrections with lots of help</li> <li>-Shows pride some days</li> </ul> <p style="text-align: center;">(SOME DAYS)</p>	<ul style="list-style-type: none"> <li>-Incomplete work</li> <li>-Never makes corrections</li> <li>-Never pride shown</li> </ul>
<b>Teamwork &amp; Communication</b>	<ul style="list-style-type: none"> <li>-Communicates appropriately</li> <li>-Asks for help</li> <li>-Offers help</li> <li>-Polite &amp; courteous</li> <li>-Follows rules</li> </ul> <p style="text-align: center;">(EVERY DAY)</p>	<ul style="list-style-type: none"> <li>-Communicates appropriately</li> <li>-Asks for help</li> <li>-Offers help</li> <li>-Polite &amp; courteous</li> <li>-Follows rules</li> </ul> <p style="text-align: center;">(MOST DAYS)</p>	<ul style="list-style-type: none"> <li>-Communicates appropriately</li> <li>-Asks for help</li> <li>-Offers help</li> <li>-Polite &amp; courteous</li> <li>-Follows rules</li> </ul> <p style="text-align: center;">(SOME DAYS)</p>	<ul style="list-style-type: none"> <li>-Does not try to communicate appropriately</li> <li>-Does not ask for/offer help</li> <li>-Never polite &amp; courteous</li> <li>-Never follows rules</li> </ul>