



Student Name _____

Organisation _____

Dates _____

Dear Employer,

Please complete this form which can be used by students to show how they have gained valuable employability skills during their placements

SKILLS PROFILE

(Please tick the appropriate boxes and add any additional comments for each)

MOTIVATION & INTEREST IN WORK	Excellent	Good	Fair	Needs Improvement
Comments:				
INITIATIVE	Excellent	Good	Fair	Needs Improvement
Comments:				
SELF CONFIDENCE	Excellent	Good	Fair	Needs Improvement
Comments:				
ENTHUSIASM	Excellent	Good	Fair	Needs Improvement
Comments:				
ABILITY TO WORK WITH OTHERS	Excellent	Good	Fair	Needs Improvement
Comments:				

Please turn over

PUNCTUALITY & ATTENDANCE	Excellent	Good	Fair	Needs Improvement
Comments:				
PERSONAL APPEARANCE	Excellent	Good Fair	Fair	Needs Improvement
Comments:				

Please add any other additional comments that you would like to make:

Employer Name: _____

Employer Signature: _____

Position: _____

Date: _____

Thank you for taking the time to complete this profile which forms an important part of the student's record of achievement

Once filled in and signed, please return to school immediately upon completion of placement.

