

Working Impact Employee/Intern Performance Review

Hirability Requirements Survey Section

Randomizing items in this section significantly increases the validity of the results.

Therefore final print and online survey DO NOT include section headers and items are randomized.

HIRABILITY REQUIREMENTS RATING	STRONGLY DISAGREE	DISAGREE	NEUTRAL	AGREE	STRONGLY AGREE
PROFESSIONAL ATTITUDE					
Brings energy and enthusiasm to the work					
Graciously accepts criticism					
Takes responsibility for his or her actions and does not blame others					
Stays calm, clearheaded and unflappable under stress					
TEAM WORK ETHIC					
Actively looks for additional tasks when own work is done					
Actively looks for ways to help other people					
PROBLEM SOLVING					
Unpacks problems into manageable parts					
Generates multiple potential solutions to problems					
Identifies new and more effective ways to solve problems					
TIME MANAGEMENT					
Manages time and does not procrastinate					
Gets work done on time					
Arrives on time and is rarely absent without cause					
EMPLOYER SATISFACTION					
If I had a job opening, I would hire this employee					
I would seek out this person to be on my next project					
I would recommend this employee to a colleague, for a similar position					

.....
KEY STRENGTH: (Please limit to text or tweet length, 140 characters)

Technical Skill Survey Innovation

MHA Labs designed an innovative custom survey application to allow each supervisor to enter and rate their own specific job profile.

Simple task entries will be converted into nationally standardized job titles and technical tasks using the API services from the Skills Engine and the U.S. Department of Labor's O-Net Database.

BASIC JOB TASKS LIST

- Job Task 1: Supervisor type's in brief description
- Job Task 2: Supervisor type's in brief description
- Job Task 2: Supervisor type's in brief description



JOB TITLE SELECTION
O-Net Automated Job Title Listing Dropdown

TECHNICAL SKILLS RATING	STRONGLY DISAGREE	DISAGREE	NEUTRAL	AGREE	STRONGLY AGREE
O-Net Automated Technical Skill Description					
O-Net Automated Technical Skill Description					
O-Net Automated Technical Skill Description					

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Skills Scorecard: One Summer Chicago

EMPLOYEE:
Sarah Jackson
Web Designer
MHA Labs
Chicago, Illinois

SUPERVISOR:
Leslie Beller
CEO
MHA Labs

PROGRAM:
One Summer Chicago
PROGRAM PARTNER:
Star Family Services
TIMELINE:
Summer 2017

PERFORMANCE RATING LEVELS:

NV = NOVICE	EM = EMERGING	ST = STANDARD	SK = SKILLED	EX = EXPERT
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Hirability Skills Performance:

	NV	EM	ST	SK	EX
Brings energy and enthusiasm to the work					✓
Graciously accepts criticism				✓	
Takes responsibility for his or her actions and does not blame others				✓	
Stays calm, clearheaded and unflappable under stress				✓	
Actively looks for additional tasks when own work is done				✓	
Actively looks for ways to help other people				✓	
Unpacks problems into manageable parts				✓	
Generates multiple potential solutions to problems				✓	
Identifies new and more effective ways to solve problems			✓		
Works hard to get the job done			✓		
Does not procrastinate		✓			
Arrives on time and is rarely absent without cause		✓			

Technical Skills Performance:

	NV	EM	ST	SK	EX
Perform or direct Web site updates					✓
Design, build, or maintain Web sites, using authoring or scripting languages, content creation tools, management tools, and digital media				✓	
Write, design, or edit Web page content, or direct others producing content		✓			

Hirability Status:

	AGREE	STRONGLY AGREE
If I had a job opening, I would hire this employee		✓
I would seek out this person to be on my next project		✓
I would recommend this employee to a colleague, for a similar position	✓	



KEY STRENGTH:

Sarah's excellent attention to detail made her our best web application tester.