

Task Title: Complete an Apprenticeship Self-Assessment Checklist

# OALCF Cover Sheet – Practitioner Copy

**Learner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Started: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date Completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |
| --- | --- | --- |
| **Goal Path:** | Employment | Apprenticeship |
| Secondary School | Post Secondary | Independence |

**Successful Completion:**  Yes No

**Task Description:** The learner will complete a short self-assessment to determine if a career in a particular trade group might be suitable for them.

**Main Competency/Task Group/Level Indicator:**

* Communicate Ideas and Information/Interact with others/B1.2
* Communicate Ideas and Information/Complete and create documents/B3.1a

**Materials Required:**

* Pen/pencil and paper and/or digital device

# Learner Information

Self-assessment checklists can help people determine if a job might be a good fit for them. Self-assessments can also help people see if their skills align with a particular job, and learn more about what skills may be required for a job that interests them.

Look at the following checklists:

* Is a Career in a Food Trade for Me?
* Is a Career in an Automotive-Related Trade for Me?
* Is a Career in a Construction Trade for Me?

**Is a Career in a Food Trade for Me?**

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| 1. I have a good work ethic. I can show up on time for work and training with no excuses. | ☐ | ☐ |
| 1. I can work at a hard, steady pace without complaining. | ☐ | ☐ |
| 1. I can work in an environment that may be noisy, hot, cold or potentially dangerous. | ☐ | ☐ |
| 1. I have reliable transportation. | ☐ | ☐ |
| 1. I can follow written and verbal instructions. | ☐ | ☐ |
| 1. I can read and understand safety instructions and procedures (or I am willing to learn). | ☐ | ☐ |
| 1. I can resolve unexpected problems (e.g., transportation, family) so they do not interfere with work or training attendance. | ☐ | ☐ |
| 1. I like to take on challenges. | ☐ | ☐ |
| 1. I have good communication skills. | ☐ | ☐ |
| 1. I like to work with the public. | ☐ | ☐ |
| 1. I can work independently, with little supervision. | ☐ | ☐ |
| 1. I enjoy preparing foods to cook. | ☐ | ☐ |
| 1. I enjoy cooking. | ☐ | ☐ |
| 1. I enjoy working with a variety of different foods from all the food groups. | ☐ | ☐ |
| 1. I enjoy making food look good when it is served. | ☐ | ☐ |
| 1. I like to plan menus. | ☐ | ☐ |
| 1. I am willing to learn about different foods. | ☐ | ☐ |
| 1. I am interested in nutrition. | ☐ | ☐ |
| 1. I am a team player. | ☐ | ☐ |
| 1. I am very organized. | ☐ | ☐ |
| 1. I can work flexible hours. | ☐ | ☐ |
| 1. I value cleanliness and hygiene. | ☐ | ☐ |
| 1. I am able to work well under pressure. | ☐ | ☐ |
| 1. I can stay calm in difficult situations. | ☐ | ☐ |
| 1. I can work with schedules and tight timelines. | ☐ | ☐ |
| **TOTAL RESPONSES** |  |  |

**Is a Career in an Automotive-Related Trade for Me?**

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| 1. I have a good work ethic. I can show up on time for work and training with no excuses. | ☐ | ☐ |
| 1. I can work at a hard, steady pace without complaining. | ☐ | ☐ |
| 1. I can work in small, confined spaces. | ☐ | ☐ |
| 1. I can work in an environment that may be noisy, dirty, hot, cold, wet, smelly or potentially dangerous. | ☐ | ☐ |
| 1. I have reliable transportation. | ☐ | ☐ |
| 1. I can follow written and verbal instructions. | ☐ | ☐ |
| 1. I can read and understand safety instructions and procedures (or I am willing to learn). | ☐ | ☐ |
| 1. I can resolve unexpected problems (e.g., transportation, family) so they do not interfere with work or training attendance. | ☐ | ☐ |
| 1. I like to take on challenges. | ☐ | ☐ |
| 1. I have good communication skills. | ☐ | ☐ |
| 1. I like to work with the public. | ☐ | ☐ |
| 1. I can work independently, with little supervision. | ☐ | ☐ |
| 1. I like to work with my hands. | ☐ | ☐ |
| 1. I like to “tinker” with things around my house. | ☐ | ☐ |
| 1. I enjoy taking care of vehicles. | ☐ | ☐ |
| 1. I like to solve technical problems/puzzles. | ☐ | ☐ |
| 1. I am interested in engines. | ☐ | ☐ |
| 1. I am interested in computerized systems. | ☐ | ☐ |
| **TOTAL RESPONSES** |  |  |

**Is a Career in a Construction Trade for Me?**

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| 1. I have a good work ethic. I can show up on time for work and training with no excuses. | ☐ | ☐ |
| 1. I can work at a hard, steady pace without complaining. | ☐ | ☐ |
| 1. I can work in physically demanding environments for extended periods of time in all weather conditions. | ☐ | ☐ |
| 1. I can work at heights or in small, confined spaces. | ☐ | ☐ |
| 1. I can work in an environment that may be noisy, dirty, hot, cold, wet, smelly or potentially dangerous. | ☐ | ☐ |
| 1. I have reliable transportation. | ☐ | ☐ |
| 1. I can follow written and verbal instructions. | ☐ | ☐ |
| 1. I can read and understand safety instructions and procedures (or I am willing to learn). | ☐ | ☐ |
| 1. I can resolve unexpected problems (e.g., transportation, family) so they do not interfere with work or training attendance. | ☐ | ☐ |
| 1. I like to take on challenges. | ☐ | ☐ |
| 1. I have good communication skills. | ☐ | ☐ |
| 1. I can work independently, with little supervision. | ☐ | ☐ |
| 1. I like to work with my hands. | ☐ | ☐ |
| 1. I like to make repairs around my house. | ☐ | ☐ |
| 1. I like to work outdoors. | ☐ | ☐ |
| 1. I like to see concrete results from my work. | ☐ | ☐ |
| 1. I like to solve technical problems/puzzles. | ☐ | ☐ |
| 1. I like to work from a pattern, blueprint or diagram to construct and make things. | ☐ | ☐ |
| **TOTAL RESPONSES** |  |  |

# Work Sheet

**Task 1: Choose and complete one of the three self-assessments.**

Answer: No written response required here.

Task completed: Yes:

**Task 2: Calculate the total number of times you answered yes and the total number of times you answered no and enter it into the chart.**

Answer: No written response required here.

Task completed: Yes:

**Task 3: Based on your scores and interests decide if a career in that trade is something you would like to explore further. Discuss the following with your instructor**

* **How many “yes” answers you had compared to “no” answers and what that might mean**
* **Any questions you found difficult to answer**
* **Any “no” answers that helped you identify something you might want to work on**

Answer: No written response required here.

Task completed: Yes:

# Answers

Learner answers will vary.

Performance Descriptors

| Levels | Performance Descriptors | Needs Work | Completes task with support from practitioner | Completes task independently |
| --- | --- | --- | --- | --- |
| B1.2 | Uses strategies to maintain communication, such as encouraging responses from others and asking questions |  |  |  |
|  | Speaks or signs clearly in a focused and organized way |  |  |  |
|  | Rephrases to confirm or increase understanding |  |  |  |
|  | Uses and interprets non-verbal cues (e.g. body language, facial expressions, gestures) |  |  |  |
| B3.1a | Makes a direct match between what is requested and what is entered |  |  |  |

This task: Was successfully completed Needs to be tried again

Learner Comments:

Instructor (print): Learner (print):

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**