**TAMALE TECHNICAL UNIVERSITY**

**INDUSTRIAL ATTACHMENT ASSESSMENT FORM**

Matric Number………………Level………Industrial Attachment (tick) 1st █ OR 2nd █

Name of Student……………………………………………………………………

Name and Address of Industry / Organisation……………………………………………...

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Job(s) Assigned to student: 1…………………………………………………………

2……………………………………………………………………………………………..

3……………………………………………………………………………………………

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| **DIRECTION**: Please indicate by means of a circle the degree to which the student measure up to the area stated below. Please mail to the `” Industrial Liaison Officer, Tamale Technical University P.O. Box 3 E/R, Tamale” OR properly secure it for the student for onward submission |
| **COMPETENCIES** | **SCORING GUIDE**0.ABSENT1. WEAK 2. MINIMUM3. AVERAGE4. GOOD5. OUTSTANDING | **COMMENTS** |
|  **A GENERAL EMPLOYABILITY SKILLS**1.Ability to complete work on schedule2.Ability to follow instructions carefully3.Ability to take initiatives4.Ability to work with little supervision5.Ability to work with other staff6.Adherence to organization’s rules and regulations7.Adherence to safety and environmental rules8.Resourcefulness | 0 1 2 3 4 50 1 2 3 4 50 1 2 3 4 50 1 2 3 4 50 1 2 3 4 50 1 2 3 4 50 1 2 3 4 50 1 2 3 4 5 |  |
| **B. ATTITUDE TO WORK**9.Attendance to work10.Punctuality11.Desire to work12.Willingness to accept new ideas and suggestions | 0 1 2 3 4 50 1 2 3 4 50 1 2 3 4 50 1 2 3 4 5 |  |
| **C. HUMAN RELATIONS**13.Relationship with subordinates14.Relatioship with colleagues15.Relationship with superiors16.Emotional control (ability to control emotions when provoked) | 0 1 2 3 4 50 1 2 3 4 50 1 2 3 4 50 1 2 3 4 5 |  |

TOTAL SCORE……………………………………………………………………………

GENERAL REMARKS…………………………………………………………………………………………………………………………………

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NAME OF SUPERVISOR……………………………………………………………………………………………………………………………

SIGNATURE /OFFICIAL STAMP……………………………………………………….DATE……………………………………………..

 BE COMPLETED BY HEAD OF DEPARTMENT OF STUDENT’S INSTITUTION

NO. OF CREDIT HOURS…………………………RECOMMENDED SCORE AND GRADE…………………………………………