

		Poor	Fair	Good	Out- Standing	No Basis For Rating
1.	GENERAL APPEARANCE General physical appearance, appropriateness of clothing, Neatness, grooming, personal cleanliness.	[ ]	[ ]	[ ]	[ ]	[ ]
2.	POISE Bearing and posture, physical maturity, demeanor, unusual Mannerism, physical and social ease, speech and voice, Physical vigor.	[ ]	[ ]	[ ]	[ ]	[ ]
3.	LEADERSHIP ABILITY Personal forcefulness, ability to inspire confidence, Friendliness, participation in leadership activities, Organizational ability, desire and capacity for responsibility.	[ ]	[ ]	[ ]	[ ]	[ ]
4.	INITIATIVE – RESOURCEFULNESS Industriousness, vigor, enterprise, ability to project Or express himself.	[ ]	[ ]	[ ]	[ ]	[ ]
5.	THOROUGHNESS – PERSEVERANCE Attention to detail, desire to accomplish objectives.	[ ]	[ ]	[ ]	[ ]	[ ]
6.	ATTITUDE – ADAPTABILITY Personal philosophy and outlook, sense of responsibility, Open-mindedness, cooperativeness, mental and social Adaptability, attitude toward authority, dependability, Ability to get along with others.	[ ]	[ ]	[ ]	[ ]	[ ]
7.	JUDGEMENT – COMMONSENSE Mental maturity, logic of objectives, reasoning and Conclusions, dependability of judgment.	[ ]	[ ]	[ ]	[ ]	[ ]
8.	INTELLECTUAL KEENESS – COMPETENCY Imagination, fertility of ideas, ability to learn easily, Ability to apply ideas and knowledge readily, personal Enthusiasm.	[ ]	[ ]	[ ]	[ ]	[ ]
9.	CHARACTER Honesty, courage and devotion to principle, morality, Thrift, generosity.	[ ]	[ ]	[ ]	[ ]	[ ]
10.	Discuss any reservation you may have concerning the personal standards or character of this person.  _____ _____					
11.	Discuss any outstanding qualities or weakness which you feel may be important to the future success of the individual.  _____ _____					
12.	Discuss as definitely as you can any aptitude which the individual may possess. _____ _____					
13.	For how long and in what capacity have you known this person? _____					
14.	Additional comments, if any. _____ _____ _____					

Date \_\_\_\_\_

Signature \_\_\_\_\_